PROCEEDINGS

OF THE

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY

FROM

JULY 10, 1916 TO JUNE 24, 1918

VOL. XXI

LIBRARY
OF THE
UNIVERSITY
OF ILLINOIS

027
C5326R2
1916/18

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1918

The following were members of the Board of Directors during some part of the period covered by this volume July 10, 1916, to June 24, 1918:

*Antonio Lagorio	1906–1915	term expired
*Max Henius	1911–1917	term expired
*Philip M Ksycki	1911–1917	term expired
*Charles C. Breyer	1913–1917	term expired
James J. Healy	1913–1919	term expires
*Frank J. Pokorney	1913–1916	term expired
*T. Frank O'Connell	1913–1916	term expired
*Oscar G. Mayer	1914–1915	term expired
Alfred E. Barr	1916–1918	term expires
**R. G. Shutter	1917–1920	term expires
**Charles E. Schick	1917–1920	term expires
**Edgar A. Jonas	1917–1920	term expires
**Samuel Gessler	1917–1919	term expires
**Carl O. Beroth	1917–1919	term expires
**Frank F. Tollkuehn	1917–1918	term expires
**Lawrence Cuneo	1917–1918	term expires

*Served until October 22, 1917.
**Appointed October 22, 1917.

Secretary to the Board	Harry G. Wilson
Librarian	Carl B. Roden

At a regular meeting of the Library Board held June 24, 1918, it was ordered:

"That the Secretary be instructed to prepare and print an index to the proceedings of the Board for the two years ending June 30, 1918, and that twenty-five volumes of the proceedings be bound at an estimated cost of fifty dollars."

027
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COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 10, 1916.

OFFICIAL RECORD.

There were present the Vice-President, Director Breyer, in the chair, and Directors Lagorio, Ksycki, Healy, Pokorney, Mayer and Barr.

Absent—Director O'Connell.

MINUTES APPROVED.

On motion of Director Mayer, the minutes of the regular meeting held June 26, 1916, were approved as recorded and printed, without being read.

COMMUNICATIONS.

Communications were received as follows:

From Frank Gilliland, requesting the Board to transfer delivery station No. 17 South to Miss Minnie K. Hoerr.

From M. F. Ernst, enclosing a petition from citizens in the vicinity of 6721 Stony Island Avenue, requesting the Board to establish a traveling library in his store.

The above communications were referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that the following petitions for establishment of delivery stations be ordered placed on file, as in each instance the locality is too near existing stations or is otherwise unsuitable:

2836 Twelfth street;
5618 Madison street;
2221 West Taylor street;
6248 South Park avenue.

Your Committee has also received a petition for the establishment of a traveling library at 6721 Stony Island avenue,

and recommends favorable action subject to the usual conditions.

Your Committee herewith presents a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Miscellaneous books (Regular fund), 256 vols., 36 pamphlets, $154.00; (Kelly fund), 2 vols., $5.00.

Books for School Deposit sample collection, 1,417 vols., $910.00.

Books to be replaced for School Deposit, 288 vols., $172.00.

Regular fund:	1,961 vols., 36 pamphlets,	$1,236.00
Kelly fund:	2 vols.,	5.00
Total:	1,963 vols., 36 pamphlets,	$1,241.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $28.72, be paid from the incidental fund.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, July 10, 1916.

He, also, presented the following report which was received:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The concluding part of a series of three catalogs bearing the title Books added, 1911-1915, has just been issued as Part II—non-fiction. About 15,000 separate works are here listed, comprising the selections made by the Library from the current publications of the past five years, and covering a multitude of subjects. The catalog is classified and further subdivided by subheads in each class, related subjects being kept together so far as possible, in accordance with the schedules of the Decimal Classification. A full alphabetical index of authors, subjects and titles has been added. Parts I and III were issued some time ago, and the three parts of this series constitute a valuable tool for reference purposes in the library as well as for patrons who purchase them for home use. For users of the Library who live in the remoter sections of the city these catalogs will prove of very great value and convenience.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, July 10, 1916.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

A. C. McClurg & Co., books	$3,225.14
B. F. Stevens & Brown, books and subscriptions £94/16/- (est.)	462.56
George K. Mathewson, books	80.00
E. P. Dutton & Co., books	42.89
Rand, McNally & Co., map	26.00
Thomas Nelson & Sons, books	13.50
R. R. Bowker & Co., books	8.00
A. Kroch & Co., periodicals	11.85
Geo. E. Koehler & Son, binding	895.43
Northwestern Bindery, binding	454.10
Brabandt & Valters Book Binding Co., binding	673.32
Joseph Flucke & Son, binding	165.24
Burgmeier Book Bindery, binding	98.51
John Seybold, printing numbers on backs of books	87.91
Dowst Magazine Binder, magazine binders	842.53
Rogers & Hall Co., printing	144.22
Tucker-Kenworthy Co., printing	2,190.69
Dwight Bros. Paper Co., paper	78.34
Swigart Paper Co., paper	192.44
Bradner Smith & Co., paper	16.23
Hollis & Duncan, twine	10.83
James Watson & Co., printing	58.30
Cameron, Amberg & Co., stationery	53.60
Max Stern's Sons, printing	28.00
American Type Founders Co., type, etc.	6.25
Librarian of Congress, printed catalog cards, etc	500.00
Library Bureau, cards, files, filing boxes, shelving, etc	405.63
Geo. E. Cole & Co., stationery	43.86
Tablet & Ticket Co., gummed letters and figures	42.96

Dennison Mfg. Co., glue and gummed labels	21.23
Kirk's Ink Co. paste	16.77
Marshall Field & Co, waste baskets	14.40
Goodyear Rubber Co., rubber bands	13 00
H. S. Parrish & Co., rubber stamps	4.45
H. G. Wilson, Sec'y, cash expenditures, June, 1916	332.93
	$11,261.11

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Bills for Kelly Branch to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$111.08
Geo. E. Koehler, binding	56.02
Brabandt & Valters Book Binding Co., binding	14.43
Joseph Flucke & Son, binding	3.50
Northwestern Bindery, binding	1.96
	$186.99

Bills to be paid from Ryder Fund Income Account.

G. Broes VanDort Co., books	$ 64.45

Rental Collection.

A. C. McClurg & Co., books	$274.60

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

John Toman, principal library assistant, Oct. 25.

Harriet E. McCay, junior library assistant, August 1.

Bessie R. Moberg, book repairer, July 16.

Walter E. Bonness, page, June 28.

William Burst, page, July 6.

Walter T. Deegan, page, July 4.

Daniel J. Hussey, page, June 26.

Your Committee recommends that leave of absence be granted Salvatore Lange, senior library assistant, for four months without pay beginning July 16.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, July 10, 1916.

He, also, presented the following list of vacancies and appointments for June, 1916, which was received and ordered published.

Norman J. Allison, library typist, separated June 18.

James C. Barbee, chief of division, resigned June 17.

Helen Barlow, junior library assistant, appointed senior library assistant June 1, $720 per year (Promotional).

Florence Berg, junior library assistant, appointed senior library assistant June 12, $720 per year (Promotional),

Walter Bonness, page, appointed June 26, $300 per year; resigned June 28.

John V. Bloom, page, appointed messenger June 6, $540 per year (Promotional).

Alice Brandt, junior library assistant, appointed temp. June 19, $420 per year; separated June 26; appointed civil service June 27, $480 per year.

Hilda Bronson, library cadet, laid off June 25.

Winthrop Brown, page, separated June 10.

William Burst, page, appointed June 27, $300 per year.

John Carleton, coat room attendant and porter, separated June 18.

Peter Conboy, page, appointed temp. June 23, $300 per year.

Lawrence Condon, page, appointed temp. June 19, $300 per year.

Anna Culliton, library cadet, separated

June 10; appointed temp. as page June 11, $300 per year.

Pearl D'Auben, junior library assistant, appointed June 28, $480 per year.

Gladys Donahue, junior library assistant, separated June 25; appointed civil service June 26, $480 yer year.

Bennie Effron, page, separated June 16.

Hans Ellison, janitor, appointed temp. June 1, $25 per month; separated June 21.

Agnes Geisbush, library cadet, laid off June 23.

Isadore Glick, messenger, separated June 18.

George Harris, page, appointed messenger June 6, $540 per year (Promotional).

Leopold Hertzmann, library cadet, laid off June 9.

Bradner Hilliard, page, appointed temp. June 16, $300 per year.

Otto Hulicius, page, separated June 16.

Daniel Hussey, page, resigned June 26.

Michael Janowsky, page, resigned June 20.

Agnes Jones, junior library assistant, appointed June 29, $480 per year.

George Jones, page, appointed temp. June 12, $300 per year; separated June 18.

Byrl Jörgenson, library cadet, laid off June 25.

James Keith, page, separated June 19.

Sara Kerns, junior library assistant, appointed June 26, $480 per year.

Beatrice Kovarik, library cadet, laid off June 9.

Alice Karno, junior library assistant, appointed temp. June 26, $420 per year; separated June 26; appointed civil service June 27, $480 per year.

Margaret McDonald, junior library assistant, appointed senior library assistant June 12, $720 per year (Promotional).

Ruth McLaughlin, junior library assistant, separated June 29; appointed senior library assistant June 30, $720 per year.

Nellie Marlatt, junior library assistant, appointed senior library assistant June 8, $720 per year (Promotional).

George Mathisen, page, appointed temp. June 23, $300 per year.

Florence Mayerson, junior library assistant, resigned June 5.

Bridget Moran, janitress, transferred from the Tuberculosis Sanitarium to the Chicago Public Library June 5, $720 per year.

Evelyn Morgan, junior library assistant, appointed senior library assistant June 6, $720 per year (Promotional).

Sylvia Oakley, junior library assistant, appointed senior library assistant June 26, $720 per year (Promotional).

Archie O'Callaghan, page, appointed temp. June 2, $300 per year; separated June 10.

Elizabeth Olson, library cadet, laid off June 6.

Helen Parelius, library cadet, laid off June 9

Lee Parker, page, appointed temp. June 7, $300 per year; separated June 25; reinstated June 26, $300 per year.

Edith Percival, junior library assistant, appointed temp. June 19, $420 per year.

Matthew Phibbs, coat room attendant and porter, appointed temp. June 19, $50 per month.

Patrick Pierce, page, appointed temp. June 15, $300 per year; separated June 15; appointed civil service June 16, $300 per year.

Jesse Pruskauer, page, resigned June 5.

William Rothbauer, page, separated June 25.

Hazel Rouse, junior library assistant, appointed June 29, $480 per year.

Benjamin Schenker, page, appointed June 20, $300 per year.

Emil Schoenbacher, janitor, resigned June 25.

Abraham Shapiro, page, resigned June 22.

Frank Steinhauser, page, appointed temp. June 5, $300 per year; separated June 6.

Elizabeth Stone, junior library assistant, separated June 25; appointed civil service June 26, $480 per year.

Bethany Uphaus, library cadet, separated June 23.

Joseph Weitzenfeld, page, appointed messenger June 1, $540 per year (Promotional).

Maurice Weitzman, page, separated June 29.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds, to whom the proposals for furnishing coal for the Library building for the year ending June 30, 1917, were referred with power to act, begs leave to report as follows:

Your Committee rejected the original bids and instructed the Secretary to re-advertise for proposals for coal.

Attached hereto is the report of the Krehbiel Company, the Board's analyzing engineers, and a tabulation of the bids received.

Your Committee recommends that a contract for supplying coal for the Library building for the period mentioned be awarded to the Pottinger & Flynn Coal Company on their bid of $3.80 a ton.

Respectfully submitted,
JAMES J. HEALY,
CHAS. C. BREYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.

CHICAGO, July 10, 1916.

CHICAGO, July 10, 1916.

Chicago Public Library,
Chicago.
Attention, Mr. H. G. Wilson, Sec'y.

Gentlemen:—We beg to herewith hand you tabulation of bids for your coal requirements for the year ending June 30, 1917.

From this tabulation you will note that Pottinger-Flynn Coal Company offer the highest guarantee, and insofar as they are figuring on furnishing the same coal as they supplied last year and which was entirely satisfactory from the point of smokeless qualities, we advise that the business be given to them.

We are herewith returning the bids which you loaned us for purpose of tabulation.

Respectfully submitted,
Fred A. Krehbiel,
President.

TABULATION OF BIDS COAL REQUIREMENTS
CHICAGO PUBLIC LIBRARY, CHICAGO

Bidders	Size of Coal	Moist	Ash (Dry)	B.T.U. (Dry)	Price per ton delvd.	Origin	Net B. T. U. for 1c
Pottinger Flynn Coal Co.	Pocahontas Nut & Slack	2.50	6.00	14900	$3.80	Mercer, W. Va.	75864
F. G. Hartwell Co.	Pocahontas Nut & Slack	2.0	6.00	14800	3.85	McDowell, W. Va.	74742
Pilsen Coal Co.	*New River Slack	2.0	4.0	15000	3.98	Fayette, W. Va.	73500
Pilsen Coal Co.	*New River Mine Run	2 0	4 0	15000	4.18	Fayette, W. Va.	70000
Taylor Coal Co.	Poca. M. R.	2 0	4.0	15610	4.35	McDowell, W. Va.	70020
Consumers Co.	Poca. Slack	3.0	5.0	15610	4 10	McDowell, W. Va.	69604
Consumers Co.	Poca. M. R.	2.0	2.0	15020	4.35	McDowell, W. Va.	67366

*Tendency to smoke.

Data on last year's coal contract, Pottinger & Flynn.

Guarantee	Pocahontas	2 50	6.0	14900	3.75	Mercer, W. Va.	76865
As delivered last year		3.63	6.60	14800	3.6745	Mercer, W. Va.	76865

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	125.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100 00
Skola Vojta Naprstek, rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Ackley Bros., Agts., rent, Woodlawn Branch	35.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., current	92.03
Peoples Gas Light & Coke Co., gas	15.68
Consumers Co., coal	29.40
Chicago Telephone Co., telephone service	77.94
Sanitary Office Towel Co., laundering towels	34.96
Individual Towel & Cabinet Service Co., clean towel supply	8.75
Haegele Ice Co., ice	10.97
Buchanan Bros., sprinkling streets	15.00
Raymond Express Co., delivering mail	9.00
Carson, Pirie, Scott & Co., towels	87.00
Remien & Kuhnert Co., white shellac	7.00
The Fair, door, screen door, etc.	4.93
City Collector, City of Chicago, elevator inspections	4.00
Pottinger-Flynn Coal Co., coal	497.14
Bunge Bros. Coal Co., coal	153.18
Krehbiel Co., coal analysis	25.00
John Mohr & Sons, repairs to boiler, etc.	31.90
Boiler Room Improvement Co., Eclipse smoker	91.20
McMaster-Carr Supply Co., engineering supplies	21.88
D. J. Gallagher Mfg. Co., waste and wipers	60.22
Citizens Street Cleaning Bureau, removing cinders	12.00
Commonwealth Edison Co , mazda lamps	192.02
Inland Electric Co., electrical supplies	28.20
Gallaher & Speck, machinists' supplies	17.60
James S. Kirk & Co., soap	70.66
Cudahy Packing Co., soap powder	19.20
Fuller-Morrisson Co., alcohol and ammonia	4.05
Bullard & Gormley Co., hardware	33.66
Newton & Hoit Co., furniture	8.42
Charles L. Cole, insurance	110.62
Edward Hines Lumber Co., lumber	48.08
G. Albin Nilson, plumbing	33.20
Hyde Park Awning & Sign Co., putting up and taking down awnings	5.25
Central Chandelier Co., electric light fixtures	71.25
Anderson-Strandberg Co., third payment general work entresol	1,100.00
G. Albin Nilson, first payment plumbing entresol	163 50
S. M. Hunter & Co., final payment iron staircase	115.00
Master Motor Co., Republic motor trucks	3,510 00
Standard Oil Co., gasoline	171.13
Valvoline Oil Co., oil	17.35
W. P. Collins & Co., grease	9.00
Swinehart Tire & Rubber Co., rubber tires	84.20
Chicago Auto Equipment Co., tires	57.79
Beckley-Ralslon Co., automobile accessories	13.13
Timken Roller Bearing Co., auto parts	4.27
Perkins Machine Co., machinists' supplies	7.13
American Battery Co., repairing storage batteries	24.95
Yale & Towne Mfg. Co., padlocks	7.60
Maypole Garage, auto storage	21.60
H. G. Wilson, Sec'y, cash expenditures, June, 1916	34.15
	$8,124.69

He, also, presented the following bills for the maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Bills for maintenance of Kelly Branch to be paid from Kelly Branch Fund.

Charles L. Cole, insurance	$175.00
Commonwealth Edison Co., current	21.59
Chicago Telephone Co , service	3.54
	$200.13

REPORTS.

The Librarian presented his statistical report for the month of June, 1916, which was received and ordered published.

On motion of Director Healy, the Board adjourned.

H. G. Wilson

Secretary.

REPORT OF LIBRARIAN FOR JUNE, 1916.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of June was 347,052; for the corresponding month of the previous year 341 426. The circulation was from the following sources:

Central Library	49,130
Branches	183,345
Stations	58,795
Traveling Libraries	38,368
Deposits and Miscellaneous	17,414
	347,052

The following is a summary of the books obtained at the Central Library:

Main Collection	17,918
Open Shelf	22,288
Hughes Room	2,165
Music Room	1,832
Information Desk (Teachers and special cards)	3,859
Miscellaneous	575
Books for the Blind	377
Documents	116
	49,130

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,061	176	2,237
Austin	8,679	332	9,011
Austin High	755	....	755
Bessemer Park	3 289	189	3,478
Blackstone	7,073	250	7,323
Burr School	4,225	193	4,418
Cornell Square	3.198	77	3,275
Davis Square	1,425	176	1,601
Douglas Park	13,343	976	14,319
Dvorak Park	3 067	304	3,371
Eckhart Park	5.281	357	5,638
Forrestville School	464	121	585
Fuller Park	4,265	172	4 437
Hamilton Park	5,047	252	5,299
Hamlin Park	3.795	130	3,925

Harrison High	952	....	952
Hebrew Institute	7,795	1,202	8,997
Holstein Park	3,963	132	4,095
Humboldt	10,478	1,642	12,120
Independence Park	2,649	84	2,733
Kelly	11,869	507	12,376
Lewis Institute	8,793	533	9,326
Lincoln Center	5,870	285	6,155
Logan Square	7,229	441	7,670
Mark White Square	3,652	125	3,777
Ogden Park	7,915	355	8,270
Palmer Park	3,384	77	3,461
Pulaski Park	2,905	101	3,006
Senn High	722	....	722
Seward Park	4,435	362	4,797
Sheridan	9,406	339	9,745
Sherman Park	4,784	79	4,863
Stanford Park	5,076	117	5,193
Stanton Park	3,735	115	3,850
Sumner School	4,086	180	4,266
Walker	2,044	53	2,097
West 26th Street	5,636	99	5,735
Total	183,345	10,533	193,878

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	634	..	634	Longwood	671	..	671
Ashburn	79	149	228	Mayfair	960	..	960
Brighton Park	1,077	..	1,077	Norwood Park	190	..	190
Butler House	2,549	..	2,549	Park Manor	626	140	766
Cheltenham	594	..	594	Ravenswood	1,312	421	1,733
Chicago Lawn	1,730	..	1,730	Rogers Park	3,603	96	3,699
Dauphin Park	1,388	629	2 017	East Rogers Park	1,387	287	1,674
Dunning	1,528	..	1,528	Washing'n Heights	386	..	386
Edgewater	737	126	863	West Brighton	1,543	..	1,543
Edison Park	835	..	835	West Englewood	1,031	..	1,031
Fernwood	865	..	865	West Pullman	2,560	..	2,560
Gano	1,032	..	1,032	West Ravenswood	1,156	252	1,408
Grand Crossing	2,029	124	2,153	West Ridge	47	..	47
Gresham	1,978	97	2,075	Woodlawn	5,269	1,282	6,551
Irving Park	572	48	620	Total	38,368	3 651	42,019

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	183,345	10,533	193,878
Traveling Libraries	38,368	3,651	42,019
Business House Deposits	16,539	2,487	19,026
Miscellaneous References	875	.....	875
Total	239,127	16,671	255,798

Of the 58,795 books supplied through the Stations Department, 10,533 were sent to 34 branches and 48,262 to 80 stations. The books supplied for the same month of the preceding year numbered 67,036 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 13,882.

REFERENCE ROOM.

Number of books issued from stacks 27,067
Number of recorded visitors 10,602

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,298. Visitors, 1,042.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,980. Newspapers, 445. Visitors, 1,549.

CIVICS ROOM.

Magazines issued, 1,557; directories consulted, 2,288; bound documents used, 1,378; books, 658; pamphlets, 6,675. Visitors, 4,423; package libraries circulated, 130.

STUDY ROOM.

Volumes consulted, 2,350. Visitors, 3,309.

READING ROOM.

Periodicals issued at the counter at Central Library, 8,794. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 79,910.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 4,663; issued in June of the previous year, 5,292.

Number of non-fiction cards issued, 3,221; juvenile cards, 2,884; research cards, 9; vacation cards, 558; teachers' cards, 80; summer cards, 865. The number of three-year cards outstanding is 199,844.

BINDERY DEPARTMENT.

Number of books at binderies June 1, 1916	5,419
Number of books sent to binderies in June, 1916	7,670
Total number of books at binderies in June, 1916	13,089
Number of books received from binderies in June, 1916	5,593
Number of books at binderies July 1, 1916	7,496
Number of books repaired in Library in June, 1916	2,362

GROWTH OF THE LIBRARY.

The total number of volumes in the Library July 1, 1916, was 705,535. Received since June 1, 1916, 6,269. Books worn out and discarded since June 1, 1916, 1,628. Books lost and paid for since June 1, 1916, 182. Books found and money refunded since June 1, 1916, 17.

HENRY E. LEGLER,
Librarian.

CHICAGO, July 10, 1916.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 24, 1916.

OFFICIAL RECORD.

There being no quorum present, the Board adjourned.

H. G. WILSON, *Secretary.*

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 14, 1916.

OFFICIAL RECORD.

There were present Directors Lagorio, Ksycki, Healy, Pokorney and Mayer. In the absence of the President and Vice-President, by unanimous consent, Director Lagorio was appointed President *pro tem.*

Absent—Directors Breyer, O'Connell and Barr.

MINUTES APPROVED.

On motion of Director Healey, the reading of the minutes of the regular meeting held July 10, 1916, was dispensed with and the record thereof as printed was approved.

COMMUNICATIONS.

Communications were received as follows:

From Katherine Kenny, 426 N. Kedzie avenue, resigning as keeper of delivery station No. 29 West.

From W. R. Swan, 1542 Jarvis avenue, requesting the Board to establish a delivery station in his store at that number.

The above communications were referred to the Committee on Library.

The following communication from the Secretary of the Public Library Employés Pension Fund:

Chicago, Aug. 14, 1916.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The Board of Trustees of the Public Library Employés Pension Fund has decided on the purchase of the following securities:

5 Kansas City Railways Co. First Mortgage 5% Gold Bonds @ 96 and interest, $4,816 67.

5 South Side Elevated Railroad Co. First Mortgage 4½% Gold Bonds @ 90½ and interest, $4,541.25.

6 South Side Elevated Railroad Co. First Mortgage 4½% Gold Bonds @ 90½ and interest, $5,450.25.

In exchange with cash difference for

5 Spokane, Washington, Water 5% Bonds due 1917 @ 100½ and interest, $5,064.59.

The approval of your honorable body on the purchase of these bonds is hereby requested.

Respectfully,
H. G. WILSON, *Sec'y.*

Director Healy moved that the Board approve of the purchase of the bonds as stated.

Carried.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

Chicago, Aug. 14, 1916.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 500 vols., $658.00.

Books to be replaced for main library, 366 vols., $350.00.

Books for the Civics Room, 49 vols., $80.00.

Books for the Thomas Hughes Room, 22 vols., $14.00.

Books for the Training Class, 57 vols., $8.00.

Books from the A. L. A. Publishing Board, 238 vols., $90 00.

Miscellaneous books, 412 vols., 26 pamphlets, 2,258 pictures, $712.00 (Regular fund); 16 vols., $52.00 (Kelly fund).

Fiction for branches, 46 vols., $44.00.

Reference books for branches purchased from C. V. Ritter, 220 vols., $461.00,

Books for Senn High School, 117 vols., $148.00.

Fiction for Kelly Branch (Kelly fund), 5 vols., $5 00.

Fiction for main library and branches for Rental Collection, 74 vols., $71.00.

Regular fund:	2,027 vols., 26 pamphlets, 2,258 pictures,	$2,565.00
Kelly fund:	21 vols.,	57.00
Rental Collection:	74 vols.,	71.00
Total:	2,122 vols., (26 pamphlets, 2,258 pictures)	$2,693.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $78.43, be paid from the incidental fund.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
Committee on Library.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

Chicago, Aug. 14, 1916.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—With a view to reducing losses of books to a minimum, your Committee on Library has determined upon the following steps, details of arrangement being left with the Librarian:

Access to open shelves shall be restricted to accredited card holders and applicants securing pass slips.

A reward of $5.00 for apprehension of any book thief to be posted in branches.

During the busy season, special attendants to be stationed at exits to examine books taken out, for verification of proper charges.

Owing to unexpected delays in the establishment of branches planned for this fall, and an opportunity existing for organizing the Englewood High School library as a branch, your Committee recommends that the Librarian be authorized to make the necessary arrangements therefor on the usual conditions, the other libraries of this type being those established at the following High Schools: Harrison Technical, Nicholas Senn, Austin, Lake View. Construction changes are in process at the John Marshall High School which will permit the establishment of a branch library there early during the coming year.

Your Committee further recommends:

That the contract for printing the Russian finding list be awarded to Alexander's Type Setting Company, at the rate of $3 75 per page, for an edition of 1,000 copies, paper to be furnished by the Library.

That the sum of $35.00 be appropriated for the compiling of a Yiddish list, the necessary editorial and proof-reading services, and seeing the same through the press.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
Committee on Library.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid,

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

A. C. McClurg & Co., books	$1,203.12
Marshall Field & Co., books	623.17
C. V. Ritter, books	508.95
R. L. Polk & Co., books	183.00
A. L. A. Publishing Board, books	94.50
H. R. Huntting & Co., books	77.25
Brentano's, books	45.90
Albert Bonnier Publishing House, books	40.88
McDevitt-Wilson, books	18.45
Max N. Maisel, books	18.37
A. Kroch & Co., books and subscription	13.45
Civil Service Chronicle, books and subscription	9.50
G. E. Stechert & Co., books and periodicals	8.35
Arthur H. Clark Co., books	8.00
Rand, McNally & Co., books	7.50
Bureau of Statistics, books	6.00
F. L. Mather, books	6.00
Paul Lorenz, books	5.00
Brabandt & Valters Book Binding Co., binding	777.42
Northwestern Bindery, binding	615.69
Geo. E. Koehler & Son, binding	420.79
Joseph Flucke & Son, binding	335.01
John Seybold, printing numbers on backs of books	55.53
Burgmeier Book Bindery, binding	13.20
Dennison Mfg. Co., paper	12.50
Gaylord Bros., binders	25.64
Library Bureau, book pockets, cards, boxes, etc	122.95
Cameron, Amberg & Co., printing, ruling, punching, etc	92.65
Max Stern's Sons, printing, etc	41.75
James Watson & Co., printing, etc	23.80
Bradner Smith & Co., paper	32.85
Dwight Bros. Paper Co., paper	18.80
Swigart Paper Co., paper	12.63
Geo. E. Cole & Co., stationery	6.24
Louis Melind Co., ink pads	6.00
R. S. Henshaw, subscription to evening papers	35.70
H. G. Wilson, Sec'y, cash expenditures, July, 1916	321.58
	$5,848.12

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

Bills for Kelly Branch to be paid from Kelly Branch Fund.

C. V. Ritter, books	$41.40
A. C. McClurg & Co., books	11.46
Northwestern Bindery, binding	54.15
Brabandt & Valters Book Binding Co., binding	17.52
Geo. E. Koehler, binding	8.53
Joseph Flucke & Son, binding	.65
	$133.71

Bill to be paid from Beecher Fund Income Account.

Breitkopf & Hartel, subscription	$5.00

Bill to be paid from Rental Collection.

A. C. McClurg & Co., books	$21.01

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Chicago, Aug. 14, 1916,

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations and recommends their acceptance, with instructions to the Librarian to fill the positions by requisition on the Civil Service Commission:

Emmet J. Allen, page, August 11.

Harlow O. Lindeberg, page, Aug. 9.

Guy V. Mariotti, senior assistant, September 1.

The following leaves of absence are recommended; without pay except as otherwise stated:

Helen Barlow, senior assistant, July 31 to September 4.

Myrtle E. Sette, principal branch librarian, August 1 to August 31.

Camille Rigali, junior assistant, July 11 to August 31.

Henry Thomson, page, July 7 to August 13.

Mildred S, Goodnow, junior assistant, September 20, 1916, to July 25, 1917, to permit attendance at library school.

Charlotte E. Hartmann, junior assistant, September 11, 1916, for one year, to permit attendance at library school.

Sonja Wennerblad, junior assistant, September 1, for one year, to permit attendance at library school.

Muriel Dunne, senior branch librarian, July 31 to August 26.

Mary Pomerene, senior branch librarian, July 18 to August 12.

Charles F. Zak, principal library assistant, from August 25, 1916, for one year, on account of ill health.

Mrs. Agnes Cronin, janitress, three months from termination of present leave.

Otto Refke, page, July 20, for two weeks, without deduction of salary, absence having been due to a serious hospital operation.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
Committee on Administration.

He, also, presented the following list of vacancies and appointments, which was received and ordered published.

John H. Abbott, senior library assistant, separated July 10.

Dagne Arentz, junior library assistant, appointed July 5, $480 per year.

Margit Arentz, junior library assistant, separated July 10.

Robert Berg, appointed July 5, $300 per year.

William Burst, page, resigned July 6.

Edward J. Cahill, page, appointed temp. July 22, $300 per year.

Eva Cella, junior library assistant, appointed July 5, $480 per year.

Max Cohen, page, appointed July 11, $300 per year.

May Cornwall, junior library assistant, separated July 10; appointed civil service July 11, $480 per year.

Gwendolin Crawford, junior library assistant, separated July 10; appointed civil service July 11, $480 per year.

Helen Crowe, junior library assistant, appointed senior library assistant July 11, $720 per year (Promotional).

Libbie Czapler, junior library assistant, appointed July 11, 480 per year.

John Damgaard, page, appointed temp. July 17, $300 per year; separated July 17.

Walter Deegan, page, resigned July 4.

Edward Enright, page, appointed July 18, $300 per year.

Bert Harris, carpenter, separated July 1; appointed temp. July 24, $5.60 per day.

Thomas Hillman, page, appointed temp. July 17, $300 per year.

John C. Houlihan, page, appointed temp. July 11, $300 per year; separated July 24.

Helen Kasmar, book repairer, separated July 10; appointed junior library assistant July 11, $480 per year.

Lillian E. Kennedy, junior library assistant, appointed July 11, $480 per year.

Geraldine Knoepfle, multigraph operator, appointed temp. July 21, $12 per week.

Rebecca McKesson, junior library assistant, separated July 10; appointed civil service July 11, $480 per year.

Florence McLean, junior library assistant, appointed July 12, $480 per year.

Bessie Moberg, book repairer, resigned July 16.

Thomas Murray, page, appointed temp. July 10, $300 per year.

Dorothy Norton, junior library assistant, separated July 10; appointed civil service July 11, $480 per year.

Edith C. Percival, junior library assistant, separated July 10; appointed civil service July 11, $480 per year.

William Pinger, page, appointed temp. July 14, $300 per year; separated July 14; appointed civil service July 15, $300 per year.

Francis J. Powers, page, appointed temp. July 20, $300 per year.

Emmanuel Ratzenstein, page, appointed temp. July 12, $300 per year.

Otis Rogers, page, appointed temp. July 12, $300 per year.

Ella M. Saunders, junior library assistant, appointed July 5, $480 per year.

Lena Sorg, junior library assistant, appointed July 17, $480 per year.

L. C. Tinnin, janitor, appointed temp. July 19, $840 per year.

Stella A. Turek, book repairer, separated July 10; appointed junior library assistant July 11, $480 per year.

Isadore Weiner, page, appointed temp. July 6, $300 per year.

George W. Wiborg, page, appointed temp. July 27, $300 per year.

Mary W. Wood, head assistant, appointed chief of division July 13, $1500 per year (Promotional).

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following report of the Committee and moved that the action of the Committee be approved.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds, to whom was referred the matter of the erection of a branch library building on Kimbark avenue near 63rd street, begs leave to present the following report of progress:

The original plans and estimates as submitted to the Committee by Mr. Clarence E. Frazier, architect, provided for a building, the cost of which was not to exceed $14.000.00.

In going over the plans and specifications, your Committee deemed it advisable to made certain changes in the construction of the building which would insure a practically fire-proof building.

With this end in view your Committee, after the changes had been made, authorized the Secretary of the Board to

advertise for bids, and the total amount of the lowest bids aggregated over $21,000.00.

Your Committee then ordered further changes in the specifications and instructed the architect to procure revised proposals.

With the tacit understanding with the members of the Board that the action of the Committee would be sustained, contracts have been awarded as follows:

S. N. Nielsen, masonry and cement work	$4,923.00
Wm. Sullivan Co., steam heating	2,625.00
Thorgensen & Ericksen, carpenter work	3,435.00
Wm. H. Dorothy, plastering	1,587.00
Wendnagel & Co., structural steel	1,662.00
T. C. Diener & Co., cut stone	1,150.00
Barrett & McCall, plumbing	1,215.00
American Steel Window Co., window frames	791.00
Henry Newgard & Co., electric wiring	423.00
J. G. McCarthy Co., painting	250.00
Standard Roofing Co., roofing	225.00
Sprague Smith Co., glazing	134.00
E. N. Biegler, Inc., composition floor	70.00
	$18,490.00

Your Committee hereby requests the approval of the Board in the awarding of the contracts as stated.

Respectfully submitted,

JAMES J. HEALY,

Committee on Buildings and Grounds.

CHICAGO, Aug. 14, 1916.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

1. Proposals were received for replacing slate on the roof of the library building as follows:

M. W. Powell Co., labor 90 cts., actinolite cement, 3 cts.

Standard Roofing Co., labor 87½ cts., actinolite cement 3½ cts.

H. Rosenbaum Roofing Co., labor 80 cts., actinolite cement 2½ cts.

Your Committee recommends that the work be awarded to H. Rosenbaum Roofing Co., the lowest bidder.

2. Your Committee received bids for supplying 50 trunks and 25 telescopes for the delivery station department as follows:

Haskell Bros., trunks $500.00, telescopes $137.50.

C. A. Taylor Trunk Works, trunks $387.50, telescopes $118.75.

Your Committee recommends that the work be awarded to C. A. Taylor Trunk Works, the lowest bidder.

3. Proposals were also received for supplying engine and cylinder oil for the year beginning September 1, 1916, and your Committee recommends that the contract be awarded to the Dearborn Chemical Company, whose bid was the lowest of three received; their proposal and guarantee being as follows:

"We to guarantee that the maximum total of all bills for said cylinder and engine oils shall not exceed $250.00 per year, and should our bills exceed this amount, we are to accept $250.00 in full payment for all such oils consumed from the first day of September, 1916, up to and including the thirty-first day of August, 1917. These oils are to be billed to you at the following prices:

"Cylinder oil, 55 cts. per gallon less discount of 10%.

"Engine oil, 35 cts. per gallon less discount of 10%.

"These prices are delivered by our trucks without cost to you at the power plant of the Chicago Public Library with no charges for barrels or containers.

"We also agree, as in the past, to be at all times responsible for any trouble in the boilers due to the oils that we are supplying, and we guarantee these oils to be of the very highest grade Pennsylvania stocks, free from tarry, gummy or

acid ingredients and to be of uniform quality."

All of which is respectfully submitted,

JAMES J. HEALY,

Committee on Buildings and Grounds.

CHICAGO, Aug. 14, 1916.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch ...	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	125.00
F. A. Hill & Co, Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek (Richard Dusil, Pres.), rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Ackley Bros., Agts., rent, Woodlawn Branch	35.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric current	67.96
Peoples Gas Light & Coke Co., gas	2.72
Consumers Co., coal	15.10
Chicago Telephone Co., telephone service	77.15
Haegele Ice Co., ice	31.03
Sanitary Office Towel Co., laundering towels	28.86
Individual Towel & Cabinet Service Co., clean towel supply	8.05
Buchanan Bros., sprinkling streets (main)	15.00
W. V. Geary Teaming Co, street sprinkling (branch)	25.00
Bullard & Gormley Co., hardware	6.28
Krehbiel Co., coal analysis	25:00
Pottinger-Flynn Coal Co., coal	362.15
Dearborn Chemical Co., oil	55.76
Citizens Street Cleaning Bureau, removing cinders	15.30
Crane Co., engineering supplies	5.76
McMaster-Carr Supply Co., engineering supplies	4.45
Inland Electric Co., electrical supplies	35.53
Mill Remnants Co., cheese-cloth	48.00
McNeil & Higgins Co, soap	13.50
Remien & Kuhnert Co., janitor supplies	10.11
Newton & Hoit Co., furniture	444.50
Marshall Field & Co., clock	4.50
Charles L Cole, insurance	166.12
Anderson-Strandberg Co., final payment general work, etc	545.00
Lake City Electric Construction Co., first payment electrical work	350.00
Western Slate Co., slate tile	140.00
The Lamson Co., pneumatic tube system.	77.00
George Green Lumber Co., compo boards	14.40
Tyler & Hippach, setting plate glass	10.80
Henry Stuckart, County Collector, special assessment street paving	811.42
Wayman & Murphy Co., auto bodies and painting	996.00
Standard Oil Co., gasoline	168.43
Vasoline Oil Co., oil	17.28
Swinehart Tire & Rubber Co., flanges, bands, bolts, etc	11.58
United States Tire Co., tube, etc	9.00
Chicago Auto Equipment Co., rubber tires	29.24
Beckley-Ralston Co., automobile accessories	79.20
W. H. Salisbury & Co., water hose	31.68
Perkins Machine Co., machinists' supplies	19.40
Chicago Engineer Supply Co., pipe, hose, couplings, oilers, etc	15.17
Knox Motors Associates, automobile accessories	6.35
A. J. Belanger, making patterns	7.50
The Fair, chamois	3.90
H. G. Wilson, cash expenditures, July, 1916	45.20
Curtice Garage, storing touring car, etc.	19.45
Maypole Garage, storing touring car, etc.	13.50
Irving Park Livery & Garage, storing car.	6.00
H. Schultz & Co., pamphlet boxes	6.00
Coolidge & Hodgdon, architects' fees	281.04
	$6,034.87

He, also, presented the following list of bills for the maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer and the President—5.

Nays—None.

Bills for maintenance of Kelly Branch to be paid from Kelly Branch Fund.

Henry E. Stuckart. County Collector, special assessment for paving	$254.33
Commonwealth Edison Co., current	13.61
Consumers Co., coal	14.40
Chicago Telephone Co., telephone	3.39
Consumers Co., ice	2.63
John A. Michal, plants	2.50
Cameron, Amberg & Co., drinking cups	10.50
	$301.36

REPORTS.

The Librarian presented his statistical report for the month of July, 1916, which was received and ordered published.

He, also, stated that arrangements have been made for forwarding magazines to the Illinois regiments on the Mexican border.

NEW BUSINESS.

Director Healy presented the following

MEMORIAL MINUTE.

The Board of Directors of the Chicago Public Library has learned with deep regret of the death of Major Horatio Loomis Wait, a former member of this Board.

Major Wait's record of public service was a long and honorable one. He enlisted as a private in the Sixtieth Illinois Infantry in 1861, and on July 14, 1862, he was commissioned in the U. S. Navy with the rank of Master, serving through the civil war in various blockading squadrons, and under Admiral Farragut at Mobile. After the close of the civil war he continued service in the U. S. Navy and after an honorable record resigned in August, 1870.

Major Wait was long connected with public affairs in Chicago, having served as Master in Chancery in the Circuit Court of Cook County for forty years. He was prominently connected with the organization of the Illinois Naval Reserves, a member of the Grand Army Memorial Hall Association, and for three years a director of the Chicago Public Library.

While a member of the Library Board Major Wait served as Chairman of the Committee on Administration and as a member of the Committees on Library, Delivery Stations and Buildings and Grounds. His courteous and refined nature endeared him to all his associates.

In his death Chicago has lost a valued and useful citizen and the Library a staunch friend.

As a token of the appreciation of the life and services of Horatio Loomis Wait, be it

Resolved, That this Memorial Minute be spread upon the records of this Board and that a copy thereof be sent to the family of the deceased.

Director Healy moved the adoption of the resolutions.

Carried by rising vote.

On motion of Director Mayer, the Board adjourned.

Secretary.

REPORT OF LIBRARIAN FOR JULY, 1916.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of July was 309,422; for the corresponding month of the previous year 342,161. The circulation was from the following sources:

Central Library	48,249
Branches	158,533
Stations	50,869
Traveling Libraries	36,407

Deposits and Miscellaneous	15,364
	309,422

The following is a summary of the books obtained at the Central Library:

Main Collection	15,298
Open Shelf	20,084
Hughes Room	2,126
Music Room	1,340
Information Desk (Teachers and special cards)	8,553
Miscellaneous	365
Books for the Blind	411
Documents	72
	48,249

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	1,760	167	1,927
Austin	8,805	271	9,076
Bessemer Park	3,164	139	3,303
Blackstone	6,836	293	7,129
Burr School	2,908	137	3,045
Cornell Square	2,624	58	2,682
Davis Square	1,123	136	1,259
Douglas Park	11,820	798	12,618
Dvorak Park	2,035	197	2,232
Eckhart Park	3,942	252	4,194
Forrestville School	....	....	.....
Fuller Park	3,957	128	4,085
Hamilton Park	5,058	211	5,269
Hamlin Park	3,022	109	3,131
Hebrew Institute	6,370	1,160	7,530
Holstein Park	3,444	123	3,567
Humboldt	9,741	1,471	11,212
Independence Park	2,460	69	2,529
Kelly	10,797	306	11,103
Lewis Institute	7,618	467	8,085
Lincoln Center	5,802	251	6,053
Logan Square	6,847	352	7,199
Mark White Square	2,853	105	2,958
Ogden Park	7,117	302	7,419

Palmer Park	2,879	57	2,936
Pulaski Park	2,757	79	2,836
Seward Park	3,536	291	3,827
Sheridan	9,093	287	9,380
Sherman Park	4,051	56	4,107
Stanford Park	3,815	103	3,918
Stanton Park	3,031	56	3,087
Sumner School	3,059	197	3,256
Walker	1,891	50	1,941
West 26th Street	4,318	95	4,413
Total	158,533	8,773	167,306

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Ashburn	..	..	...	Longwood	756	..	756
Albany Park	647	121	768	Mayfair	994	..	994
Brighton Park	1,107	..	1,107	Norwood Park	182	..	182
Butler House	2,409	..	2,409	Park Manor	547	133	680
Dauphin Park	1,252	284	1 536	Ravenswood	1,311	335	1,646
Cheltenham	740	..	740	Rogers Park	3,442	67	3,509
Dunning	1,367	..	1,367	East Rogers Park	1,305	133	1,438
Chicago Lawn	1,728	..	1,728	Washing'n Heights	406	..	406
Edgewater	698	111	809	West Brighton	1,438	..	1,438
Edison Park	772	..	772	West Englewood	693	..	693
Fernwood	842	..	842	West Pullman	2,077	..	2,077
Gano	1,023	..	1,023	West Ravenswood	1,175	217	1,392
Grand Crossing	2,105	106	2,211	West Ridge	....	..	.....
Gresham	1,904	80	1,984	Woodlawn	4,975	1,230	6,205
Irving Park	512	23	535	Total	36,407	2,840	39,247

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	158,533	8,773	167,306
Traveling Libraries	36,407	2,840	39,247
Business House Deposits	14,832	2,152	16,984
Miscellaneous References	532	.....	532
Total	210,304	13,765	224,069

Of the 50,869 books supplied through the Stations Department, 8,773 were sent to 33 branches and 42,096 to 80 stations. The books supplied for the same month of the preceding year numbered 63,052 volumes.

The circulation department was open on 24 week days. The daily average week day circulation was 12,893.

REFERENCE ROOM.

Number of books issued from stacks..... 23,482
Number of recorded visitors..... 8,424

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 2,528. Visitors, 640.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 3,685. Newspapers, 442. Visitors, 1,231.

CIVICS ROOM.

Magazines issued, 1,272; directories consulted, 1,826; bound documents used, 1,463; books, 516; pamphlets, 4,305. Visitors, 3,948; package libraries circulated, 47.

STUDY ROOM.

Volumes consulted, 1,889. Visitors, 2,260.

READING ROOM.

Periodicals issued at the counter at Central Library, 7,697. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 55,484.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 3,827; issued in July of the previous year, 5,119.

Number of non-fiction cards issued, 2,707; juvenile cards, 2,180; research cards, 13; vacation cards, 640; teachers' cards, 80; summer cards, 879. The number of three-year cards outstanding is 200,274.

BINDERY DEPARTMENT.

Number of books at binderies July 1, 1916	7,496
Number of books sent to binderies in July, 1916	4,966
Total number of books at binderies in July, 1916	12,462
Number of books received from binderies in July, 1916	5,225
Number of books at binderies August 1, 1916	7,237
Number of books repaired in Library in July, 1916	2,169

GROWTH OF THE LIBRARY.

The total number of volumes in the Library August 1, 1916, was 708,134. Received since June 1, 1916, 11,561; since July 1, 1916, 5,292. Books worn out and discarded since June 1, 1916, 4,214; since July 1, 1916, 2,586. Books lost and paid for since June 1, 1916, 117. Books found and money refunded since June 1, 1916, 27; since July 1, 1916, 10.

HENRY E. LEGLER,
Librarian.

CHICAGO, August 14, 1916.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 28, 1916.

OFFICIAL RECORD.

There being no quorum present, the Board adjourned.

H. L. Wilson
Secretary.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 11, 1916.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Healy, Pokorney, Mayer and Barr.

Absent—Directors Ksycki and O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held July 24, 1916, and of the regular meeting held August 14, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From R. F. Burne, 3659 Indiana avenue, requesting the Board to establish a delivery station in his store at that number.

From D. Nagel, requesting the Board to establish a delivery station at his store, located at 5012 Cottage Grove avenue.

From Florence T. Hotaling, resigning

as keeper of delivery station No. 16 North.

From Frank J. Sterzer, requesting the Board to appoint him keeper of delivery station No. 16 North, located at 1514 Irving Park boulevard.

From citizens in the vicinity of North Clark street and Foster avenue, requesting the Board to establish a branch library in the vicinity of the Trumbull School.

The above communications were referred to the Committee on Library.

The following communication from the Secretary of the Public Library Employés Pension Fund:

Chicago, Sept. 11, 1916.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The Board of Trustees of the Public Library Employés Pension Fund has decided on the purchase of the following securities:

$7,000 Park Ridge District of Cook County, State of Illinois, 5 per cent. improvement bonds, due serially at 105.78, netting 4½ per cent.

The approval of your honorable body on this purchase is hereby requested.

Very truly yours,
H. G. WILSON, *Sec'y.*

Director Healy moved that the Board approve of the purchase of the bonds as stated.

Carried.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 348 vols., $330.00.

Books to be replaced, 768 vols., $564.00.

Miscellaneous books, 290 vols., 18 pamphlets, $451.00; 1 vol., $1.00 (Kelly fund).

Fiction for branches, 136 vols., $129.00.

Fiction for Kelly Branch, 21 vols., $20.00 (Kelly fund).

Fiction for main library and branches for Rental Collection, 263 vols., $250.00.

Regular fund:	1,542 vols., 18 pamphlets,	$1,474.00
Kelly fund:	22 vols.,	21.00
Rental Collection:	263 vols.,	250.00
Total:	1,827 vols., 18 pamphlets,	$1,745.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $82.56, be paid from the incidental fund.

It is also recommended that resignation of Florence T. Hotaling, keeper of delivery station 16 North, 1514 Irving Park boulevard, be accepted and that Frank J. Sterzer, who has purchased the business at the above location, be appointed keeper of delivery station 16 North.

Also, that a traveling library be established at 1542 Jarvis avenue, in charge of W. R. Swan.

Your Committee further recommends appropriating an additional sum of $25.00 for cataloging, classifying and preparing

manuscript for publication of list of Yiddish books in the library.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

A. C. McClurg & Co., books	$1,190.76
Marsball Field & Co., books	695.03
R. L. Polk & Co., books	189.50
A. Kroch & Co., books and periodicals	170.13
Rand, McNally & Co., books	22.77
J. Terquem, books, Francs 84.30 (est.)	16.86
W. H. Courtright Publishing Co., books.	15.00
Morris Book Shop, books	15.00
The Prang Co., books	14.88
Callaghan & Co., books	13.00
A. Flanagan Co., books	9.11
American Anti-Socialist, books	8.60
Century History Co., books	7.50
A. L. A. Publishing Board, books	6.53
Anton I. Jansky, books	5.40
Cbas. F. Heartman, books	5.20
Brabandt & Valters Book Binding Co., binding	770.14
Geo. E. Koehler & Son, binding	417.43
Nortbwestern Bindery, binding	267.54
Joseph Flucke & Son, binding	265.86
Burgmeier Book Bindery, binding	153.50
John Seybold, printing numbers on backs of books	134.43
Slade, Hipp & Meloy, gummed muslin	9.00
Max Stern's Sons, printing, etc	82.75
James Watson & Co., printing	70.40
Cameron, Amberg & Co., printing, ruling, etc	34.25
Swigart Paper Co., paper	66.45
Bradner Smith & Co., envelopes and paper	65.32
Dwight Bros. Paper Co., paper	29.45
Dennison Mfg. Co., glue and labels	10.68
M. B. Cook Co., typewriting ribbons	50.00
Geo. E. Cole & Co., stationery	42.93
Rockwell-Barnes Co., pencils	5.80
H. S. Parrisb & Co., pencil date holders, dates, etc	14.95
H. G. Wilson, Sec'y, casb expenditures, August, 1916	307.10
American Type Founders Co., type	5.50
	$5,188.75

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Bills to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$41.91
Marshall Field & Co., books	4.74
C. V. Ritter, books	7.00
National Education Association, books	2.00
The Public, books	1.00
Geo. E. Koehler & Son, binding	10.36
	$ 67.01

Bill to be paid from Rental Collection.

Marshall Field & Co., books $64.17

Bill to be paid from Jackson Fund Income Account.

Novel Music Embossing Co., books $10.00

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the positions by requisition on the Civil Service Commission:

Pages—Lee R. Egan, September 16; Michael Epstein, September 4; Edmund L. Harrison, September 4; Julius F. Meyer, August 28; Meyer Pidot, August 5; Robert H. Stracke, September 4.

Junior Library Assistants—Clara M. Barnes, September 10; Lorene Campbell, September 26.

Typist—Alice Pullman, August 17.

Your Committee recommends granting the following leaves of absence:

A. Virginia Post, junior library assistant, September 14 to October 10, inclusive.

Roey Cowen, senior library assistant, for two months from September 11.

Anna V. Donnelly, senior library assistant, for two months from September 11.

Phyllis Cleaver, junior library assistant, extension from September 11 until June 11, 1917, to permit attendance at the university.

Ada Cole, junior library assistant, September 26, for one year, to permit attendance at the university.

Olive Pillsbury, principal branch librarian, extension from August 27 to October 1.

Hazel Rouse. junior library assistant, for one month from August 5.

Respectfully submitted,

OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Sept. 11, 1916.

He, also, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends modifying the hours for the smaller branches, for the school branches and for the largest branches of the service as follows:

Armour, Davis and Independence, from 2:00 to 7:00 p. m.; Sundays, 2:00 to 6:00 p. m.

Forrestville and Scanlan Schools, 8:30 a. m. to 4:30 p. m.; Saturdays 9:00 a. m. to 12:00 m.; closed on Sundays.

Kelly, Austin, Lewis, Hebrew, West 26th Street, Blackstone, Douglas, Humboldt, Lincoln, Logan, Ogden and Sheridan, 9:00 a. m. to 9:30 p. m.

By reducing the hours as proposed in the smaller branches considerable economy can be effected, without substantial detriment to the service.

Respectfully submitted,

OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Sept. 11, 1916.

He, also, presented the list of vacancies and appointments for August, 1916, which was received and ordered published:

The following is the list:

Emmet Allen, page, resigned August 11.

John Breme, junior library assistant, appointed temp. August 26, $480 per year.

Peter Conboy, page, separated August 25.

Lawrence Condon, page, separated August 25.

Ralph Fletcher, page, appointed temp. August 29, $300 per year.

James Forrister, page, appointed temp. August 22, $300 per year.

Benjamin German, page, appointed temp. August 21, $300 per year.

Samuel Gertz, page, appointed August 21, $300 per year.

Edith Greengard, junior library assistant, appointed temp. August 25, $420 per year.

John Harper, page, appointed temp., $300 per year.

Bert Harris, carpenter, separated August 10.

Bradner Hilliard, page, separated August 12.

Sol Jacobs, page, appointed temp. August 30, $300 per year.

Geraldine Knoepfle, multigraph operator, separated August 10.

David Levinson, page, appointed temp. August 21, $300 per year.

Harlow Lindeberg, page, resigned Augnst 8.

William Lyman, page, appointed temp. August 11, $300 per year.

George Mathisen, page, separated August 31.

Julius Meyer, page, resigned August 28.

Florence Miller, junior library assistant, separated August 10.

Nellie Patterson, book repairer, appointed temp. August 10, $420 per year.

Meyer Pidot, page, resigned August 5.

Frank Porchaska, elevator operator, separated August 19.

Francis Powers, page, separated August 25.

Alice Pullman, library typist, resigned August 17.

Benjamin Raphaelson, page, appointed temp. August 21, $300 per year.

Frank Reeves, page, appointed temp. August 16, $300 per year.

Otis Rogers, page, separated August 19.

Henry Young, page, appointed temp. August 22.

Director Mayer stated that proposals had been received for auditing the books and accounts of the Chicago Public Library for the year ending May 31, 1917, from United States Audit Company and William W. Thompson & Co.

In the absence of a majority of the Committee, Director Mayer moved that the matter be taken up in open Board.

Carried.

Director Mayer moved that the contract for auditing the books and accounts for the period stated be awarded to the United States Audit Company, the lowest bidder, on their proposal of $175.00.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Lewis Institute, rent, W. Madison St. Branch	$ 150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	125.00
Wm. E. Dever, rent, Sheridan Branch	110.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek, rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Ackley Bros., Agts., rent, Woodlawn Branch	35.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric current	86.08
Chicago Telephone Co., telephone service	75.93
Consumers Co., ice	4.00
Joseph Davidson, decorating walls of four branches	206.50
A. P. W. Paper Co., toilet supplies	64.50
Haegele Ice Co., ice	51.46
Sanitary Office Towel Co., laundering towels	34.51
Buchanan Bros., sprinkling streets	15.00
W. H. Salisbury & Co., rubber supplies	10.42
Individual Towel & Cabinet Service Co., towel supply	9.28
Pottinger-Flynn Coal Co., coal	372.84
Krehbiel Co., coal analysis	25.00
D. J. Gallagber Mfg. Co., waste and wipers	21.03
Economy Pumping Machinery Co., repairing centrifugal pump, etc.	17.25
Jones & Laughlin Steel Co., steel	12.34
McMaster-Carr Supply Co., helmet oil	6.80
Citizens Street Cleaning Bureau, removing cinders	9.60
Remien & Kuhnert Co., dry lead and shellac	8.73
Inland Electric Co., electrical supplies	40.04
Kaestner & Hecht Co., elevator repair part	3.75
Crescent Brush Works, brushes	98.50
Bullard & Gormley Co., hardware	10.77
Cudahy Packing Co., soap powder	9.60
West Disinfecting Co., disinfecting powder	8.75
Library Bureau, oak units and cards	230.33
Peck & Hills Co., furniture	71.13
Newton & Hoit Co., repairing furniture	9.95
Manhattan Electrical Supply Co., fans	40.25
Allen Filter Service, coolers and bottles	28.90
H. Rosenbaum Roofing Co., repairing domes, main library and branch	288.25
Standard Oil Co., gasoline	206.73
Valvoline Oil Co., oil	34.21
W. P. Collins & Co., linseed oil soap, etc.	24.00
Firestone Tire & Rubber Co., casing, etc.	21.15
Beckley-Ralston Co., automobile accessories	34.38
Peerless Electric Co., repairs on motor	12.00
The Bastian-Blessing Co., castings	7.65
The Avenue Garage, automobile accessory	5.35

Wayman & Murphy Co., auto parts	8.60
Maypole Garage, auto storage, etc.	15.00
Irving Park Livery & Garage, storing auto, etc.	7.65
Haskell Bros., telescopes	118.75
H. G. Wilson, Sec'y, cash expenditures, August, 1916	31.50
Mehring & Hanson Co., final payment heating contract, entresol floor	99.00
	$3,289.96

He, also, presented a list of bills for the Kelly Branch and moved that the bills be paid from the Kelly Branch fund.

Carried.

Commonwealth Edison Co., current	$18.30
Chicago Telephone Co , telephone	3.75
Consumers Co., ice	1.75
	$23.80

He, also, presented bills from the Owen H. Fay Livery Company, amounting to $13.50, for automobile service in connection with a visit of the Committee to the Woodlawn Branch, and in attendance at the funeral of Judge Henry V. Freeman, and moved that the bills be ordered paid.

Carried.

He, also, presented a proposition from Voltz Bros. for overhauling motor and repairing body of the touring car used in the Branch Department, and stated that the automobile was in very bad condition and that it was doubtful whether or not it would be wise to expend between $300 and $400 for repairs.

Director Mayer moved that the question of repairing the old machine or trading it in and purchasing a new automobile be referred to the Committee on Buildings and Grounds with authority to act, and that the Committee be authorized to expend a sum not to exceed $1,000.00.

Director Healy moved to amend the motion by striking out $1,000.00 and inserting $1,500.00.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney and the President—5.

Nays—Director Mayer—1.

Director Barr not voting.

Director Healy moved the adoption of the motion as amended.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

REPORTS.

The Librarian presented his statistical report for the month of August, 1916, which was received and ordered published.

He, also, stated that owing to the change in the charging system it became necessary to prepare book cards, and that a large saving could be made in preparing these cards by using metal plates on the addressograph machine, and that the making of the plates would involve an expenditure of approximately $300.00.

Director Barr moved that the Board authorize the purchase of the necessary plates for a sum not to exceed $300.00.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

NEW BUSINESS.

Director Healy presented the following

MEMORIAL MINUTE.

One by one, but rapidly, the defenders of the Union are answering the "last

call", and within the short space of two months two of these loyal citizens, formerly members of the Board of Directors of the Chicago Public Library, have joined their comrades in the great beyond.

Henry Varnum Freeman served his country honorably and with distinction, not only during the days of the rebellion, but also in civil life, even to the very end. He enlisted as a private in the 74th Illinois Vol. Infantry at the age of sixteen, and in August, 1863, was promoted Captain. His record shows numerous active engagements in and around Nashville, Tennessee, and at the close of the war he was honorably mustered out of the service.

After the war he entered Yale College, and was graduated with honors in a class that produced many brilliant men famous in later llfe.

For almost twenty years Judge Freeman served as a judge of the Superior Court of Cook County, and for a long period was assigned as one of the associate justices of the Appellate Court.

Judge Freeman served as a director of the Public Library from July, 1910, to August, 1913. During his term as director he served as chairman of the Committees on Branches and Finance, and as a member of the Committees on Delivery Stations and By-Laws.

Judge Freeman's charming personality, his upright Christian character and his interest in affairs for civic advancement made him one of Chicago's first citizens, and one whose death will be keenly felt by all who were privileged to know hlm.

As a mark of respect to the memory of Henry Varnum Freeman be it

Resolved, That this minute be spread upon the records of this Board; and be it further

Resolved, That we tender the bereaved widow and family our deepest sympathy in the loss we have all sustained; and be it further

Resolved, That a copy of these resolutions be sent to the family of the deceased.

Director Healy moved the adoption of the Memorial Minute by a rising vote.

Carried.

On motion of Director Breyer, the Board adjourned.

H. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR AUGUST, 1916.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of August was 336,269; for the corresponding month of the previous year 333.484. The circulation was from the following sources:

Central Library	54,792
Branches	171,522
Stations	54,964
Traveling Libraries	37,904
Deposits and Miscellaneous	17,087
	336,269

The following is a summary of the books obtained at the Central Library:

Main Collection	17,055
Open Shelf	22,133
Hughes Room	2,392
Music Room	1,366
Information Desk (Teachers and special cards)	11,004
Miscellaneous	345
Books for the Blind	438
Documents	59
	54,792

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,138	141	2,279
Austin	9,863	322	10,185
Bessemer Park	3,287	145	3,432
Blackstone	7,800	296	8,096
Burr School	2,956	122	3,078
Cornell Square	2,642	78	2,720
Davis Square	1,043	101	1,144
Douglas Park	13,145	929	14,074
Dvorak Park	2,117	241	2,358
Eckhart Park	4,347	266	4,613
Fuller Park	3,655	129	3,784
Hamilton Park	5,138	285	5,423
Hamlin Park	2,972	122	3,094
Hebrew Institute	6,428	1,387	7,815
Holstein Park	3,549	95	3,644
Humboldt	10,899	1,741	12,640
Independence Park	2,938	95	3,033
Kelly	11,982	316	12,298
Lewis Institute	8,833	410	9,243
Lincoln Center	6,272	337	6,609
Logan Square	7,302	428	7,730
Mark White Square	2,822	132	2,954
Ogden Park	7,388	307	7,695
Palmer Park	3,109	68	3,177
Pulaski Park	2,956	59	3,015
Seward Park	3,787	278	4,065

Sheridan	10,643	326	10,969
Sherman Park	4,215	69	4,284
Stanford Park	3,897	108	4,005
Stanton Park	3,050	66	3,116
Sumner School	3,372	187	3,559
Walker	2,188	73	2,261
West 26th Street	4,789	100	4,889
Total	171,522	9,759	181,281

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Ashburn	..	...		Longwood	639	..	639
Albany Park	435	127	562	Mayfair	1,069	..	1,069
Brighton Park	1,081	..	1,081	Norwood Park	165	..	165
Butler House	2,583	..	2,583	Park Manor	539	141	680
Cheltenham	740	..	740	Ravenswood	1,409	354	1,763
Chicago Lawn	1,659	..	1,659	Rogers Park	3,704	98	3,802
Dauphin Park	1,048	356	1,404	East Rogers Park	1,557	185	1,742
Dunning	1,544	..	1,544	Washing'n Heights	408	..	408
Edgewater	767	129	896	West Brighton	1,290	..	1,290
Edison Park	597	..	597	West Englewood	720	..	720
Fernwood	870	..	870	West Pullman	2,313	..	2,313
Gano	1,001	..	1,001	West Ravenswood	1,365	258	1,623
Grand Crossing	2,207	109	2,316	Woodlawn	5,511	1,391	6,902
Gresham	2,156	75	2,231	Total	37,904	3,268	41,172
Irving Park	527	45	572				

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	171,522	9,759	181,281
Traveling Libraries	37,904	3,268	41,172
Business House Deposits	16,711	2,133	18,844
Miscellaneous References	376	.....	376
Total	226,513	15,160	241,673

Of the 54,964 books supplied through the Stations Department, 9,759 were sent to 33 branches and 45,205 to 80 stations. The books supplied for the same month of the preceding year numbered 60,178 volumes.

The circulation department was open on 27 week days. The daily average week day circulation was 12,454.

REFERENCE ROOM.

Number of books issued from stacks..... 25,447
Number of recorded visitors..... 9,576

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,243. Visitors, 817.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,450. Newspapers, 588. Visitors, 1,435.

CIVICS ROOM.

Magazines issued, 1,536; directories consulted, 2,250; bound documents used, 1,381; books, 665; pamphlets, 5,070. Visitors, 4,459; package libraries circulated, 61.

STUDY ROOM (Closed during August).

Volumes consulted..... Visitors.....

READING ROOM.

Periodicals issued at the counter at Central Library, 8,755. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 60,431.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 4,227; issued in August of the previous year, 4,418.

Number of non-fiction cards issued, 3,219; juvenile cards, 1,902; research cards, 12; vacation cards, 407; teachers' cards, 55; summer cards, 408. The number of three-year cards outstanding is 200,752.

BINDERY DEPARTMENT.

Number of books at binderies August 1, 1916..... 7,237
Number of books sent to binderies in August, 1916..... 5,948
Total number of books at binderies in August, 1916..... 13,185
Number of books received from binderies in August, 1916..... 4,399
Number of books at binderies September 1, 1916..... 8,786
Number of books repaired in Library in August, 1916..... 2,334

GROWTH OF THE LIBRARY.

The total number of volumes in the Library September 1, 1916, was 709,834. Received since June 1, 1916, 14,826; since August 1, 1916, 3,265. Books worn out and discarded since June 1, 1916, 5,643; since August 1, 1916, 1,429. Books lost and paid for since June 1, 1916, 442; since August 1, 1916, 143. Books found and money refunded since June 1, 1916, 34; since August 1, 1916, 7.

HENRY E. LEGLER,
Librarian.

CHICAGO, September 11, 1916.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 25, 1916.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Pokorney and Barr.

Absent—Directors Healy, O'Connell and Mayer,

MINUTES APPROVED.

On motion of Director Ksycki, the reading of the minutes of the regular meeting of August 28 and of the regular meeting held September 11, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Kehilath Jacob Library, 1425 Hamlin avenue, requesting the Board to establish a delivery station in the library and reading room maintained by that institution.

Referred to the Committee on Library.

From the family of Major Horatio L. Wait, acknowledging the Board's expression of sympathy on the death of Major Wait.

Ordered to be placed on file.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 265 vols., $273.00.

Books for Training Class, 15 vols., 27 pamphlets, $25.00.

List of Yiddish books, 489 vols., $391.00.

Miscellaneous books, 138 vols., 48 pamphlets, 15 pictures, $180.00.

Books for branches, 1,011 vols., $848.00.

Fiction to be replaced for branches, 102 vols., $53.00.

Juvenile books to be replaced for branches, 1,446 vols., $1,015.00.

Books for School Deposit, 3,000 vols., $2,598.00.

Books for Deposit Collection, 1,223 vols., $1,294.00.

Books for Kelly Branch, 40 vols., $42.00.

Fiction for Main Library and branches for Rental Collection, 88 vols., $86.00.

Regular fund:	7,689 vols., 75 pamphlets), 15 pictures),	$6,677.00
Kelly fund:	40 vols.,	42.00
Rental Collection:	88 vols.,	86.00
Total:	7,817 vols.), 75 pamphlets) 15 pictures)	$6,805.00

Your Committee has received a communication from the Department of Health requesting that the pamphlet publication, "Clean Living," be distributed through the co-operation of the Public Library by having copies available for the public in the Main Library and in the branches. We recommend that the request be granted.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Sept. 25, 1916.

He, also, presented a bill from M. Backall for cataloging Yiddish books, in the amount of $60.00, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented a bill from Joyce & Co., in the amount of $25.00, for premium on the bond of the Secretary of the Board, and moved that the bill be ordered paid.

Carried.

He, also, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends submitting the following budget to the City Council as the 1917 estimate for the Municipal Reference Library:

Salaries and wages	$7,590.00
Furniture, fittings, fixtures and library	550.00
Printing, stationery and office supplies	1,050.00
Impersonal services and benefits	50.00
Total	$9,240.00

It is further recommended that the Librarian be, and he is hereby authorized to designate members of the staff for representation at the Annual Meeting of the Illinois Library Association, and that the sum of $60.00 be, and the same is hereby appropriated for necessary expenses.

Your Committee on Administration has received the following resignations and recommends their acceptance, with instructions to the Librarian to fill the positions by requisition on the Civil Service Commission:

Pages: Axel T. Bay, September 10; Leo W. Henikoff, September 25; Emmett J. O'Neill, September 25; Peter J. Werner, October 1.

Your Committee recommends that leaves of absence be granted as follows:

Margaret Crain, senior library assistant,

extension for one month from September 17, 1916.

Charles F. Jackson, elevator operator, for two months from September 26, 1916.

John G. Mau, library typist, for three months from September 11, 1916.

Irma A. Sachen, junior library assistant, for one year from September 26, 1916.

Otto Refke, page, for two months from September 11, 1916.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
Committee on Administration.

CHICAGO, Sept. 25, 1916.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Breyer presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

O. K. Electric Co., final payment electrical work new entresol....	$36.75
G. Albin Nilson, final payment plumbing new entresol.....	54.50
	$91.25

NEW BUSINESS.

Director Breyer moved that the question of furniture and fittings for the Woodlawn Branch Library Building be referred to the Committee on Buildings and Grounds with power to act, and that the Committee be authorized to expend a sum not to exceed $3,000.00.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

Director Barr moved that $100.00 additional be appropriated for the erection of the Woodlawn Branch Library Building to cover an extra cost on account of the roof and for a higher priced brick than was originally specified.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

The President called attention to the hand-book of the Library, the edition of which is now exhausted.

Director Lagorio moved that an edition of 5,000 copies be printed at a cost of not to exceed $300.00 to be paid from the Kelly fund income account.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

The President presented the following resolution:

Whereas, It is desirable that the Board of Education and the Library Board act in conjunction in all matters pertaining to school libraries and branch libraries in school buildings, be it

Resolved, That the President, Secretary and Librarian be instructed to confer with the Board of Education to devise practical working plans for the locating,

equipping and managing of libraries and branches in the public schools of Chicago.

Director Barr moved that the resolution be adopted.

Carried.

On motion of Director Ksycki, the Board adjourned.

A. S. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 9, 1916.

OFFICIAL RECORD.

There being no quorum present, the Board adjourned to meet on Friday, October 13, 1916, at 12:15 o'clock p. m.

A. L. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, FRIDAY, OCTOBER 13, 1916.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Healy, Pokorney and Mayer.

Absent—Directors O'Connell and Barr.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held September 25, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From the Community Club of Englewood, requesting the privilege of holding their monthly meetings in the hall of the Hiram Kelly Branch.

Director Healy moved that the request be granted.

Carried.

From Henry P. Reuter, requesting the

Board to establish a delivery station in his store, No. 3042 Belmont avenue.

Referred to the Committee on Library.

From citizens in the vicinity of 1501 S. Lawndale avenue, requesting the Board to establish a delivery station in the store at that number.

Referred to the Committee on Library.

The following communication was received and placed on file:

CHICAGO, Oct. 9, 1916.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—At the election of trustees for the Public Library Employés Pension Fund held October 2, 1916, the following were elected for the terms specified:

From the Board of Directors, Mr. Oscar G. Mayer, one year term.

From employés contributing to the fund, Mr. James J. Linehan, two year term.

Respectfully submitted,

H. G. WILSON, *Sec'y.*

The following communication was received and placed on file:

"Board of Education,
"City of Chicago.
"CHICAGO, Sept. 28, 1916.

"*Mr. H. G. Wilson,*
"*Secretary Chicago Public Library.*

"*Dear Sir:*—Your communication of September 27th, addressed to Mr. Jacob M. Loeb, President of the Board of Education, was presented by Mr. Loeb to the Board at its regular meeting held yesterday afternoon. The Board took action directing that your request be concurred in and that a committee of three members of the Board of Education be appointed to confer with you in reference to the suggestions contained in your communication of said date. In accordance with this action the President appointed as such committee from the Board of Education Mr. Charles S. Peterson, Chairman, Mr. M. J. Collins, Mrs. George P. Vosbrink, Mr. Arthur F. Hussander, Architect, ex-officio, Mr. Charles D. Lowry, Acting Superintendent, ex-officio, and the President, ex-officio.

"Yours truly,
"L. E. Larson, *Secretary.*"

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Since the installation of a part of the foreign book collection on open shelves the importance of an entire reclassification of the books comprising all the languages represented has become apparent. Finding lists of these collections are antiquated and many of them are out of print. Your Committee on Library recommends that authority be given the Librarian to undertake a thorough reclassification on modern lines of the volumes represented in this collection, and to employ for such purpose four typists for the preliminary work, and specialists in the Bohemian, Polish and Scandinavian languages for such periods as may be required, within an appropriation of $500 for the entire work, which appropriation is hereby authorized.

Inasmuch as the additional privileges for readers will go into effect October 15, and it is likely that the number of volumes issued on each card will be materially increased, your Committee has had under consideration the advisability of a revision of the regulations pertaining to fines for over-detention of books with a view to removing any unduly burden-

some features that might result from the new system, and at the same time exacting such fines as will enforce the prompt return of the books. We believe that a reduction of the fine for non-fiction books from three cents to one cent per volume is advisable, retaining the former fine of three cents per volume for fiction. It is likely that the gross amount collected from fines will not be reduced annually, though, of course, these regulations have never been prompted by revenue-producing motives.

Resolved, That the Librarian be authorized to put into effect the modifications above recommended for a uniform fine of three cents per day for each book of fiction retained beyond the prescribed period and one cent per title for each book of non-fiction and for each juvenile book retained beyond the prescribed period.

The above recommendations are made in accordance with the provisions of Article 31 of the By-Laws of the Chicago Public Library as revised and adopted in 1914.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Oct. 9, 1916.

He, also, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The Chicago Public Library's deposit with the Library of Congress for catalog cards having been exhausted, your Committee on Library recommends that that the Secretary be authorized to remit the sum of $500.00 for renewal of such deposit.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
Committee on Library.

CHICAGO, Oct. 9, 1916.

He, also, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 214 vols., $212.00.

Books from A. L. A. Publishing Board, 120 vols., $90.00.

Miscellaneous books, 131 vols., 88 pamphlets, 558 pictures, $317.00; 3 vols., $10.00 (Kelly fund).

Extra copies of fiction for branches, 381 vols., $303.00.

Fiction for branches, 47 vols., $45.00,

Juvenile books for branches, 1,121 vols., $903.00.

Juvenile books to be replaced for branches, 783 vols., $585.00.

Books for Deposit Collection, 924 vols., $817.00.

Books to be replaced for Deposit Collection, 691 vols., $552.00.

Books to be replaced for School Deposit, 256 vols., $160 00.

Fiction for Kelly Branch (Kelly fund), 22 vols., $19.00.

Fiction for Main Library and branches for Rental Collection, 84 vols., $80.00.

Regular fund:	4,668 vols., 88 pamphlets, 558 pictures,	$3,984.00
Kelly fund:	25 vols.,	29 00
Rental Collection:	84 vols.,	80.00
Total:	4,777 vols., 88 pamphlets, 558 pictures,	$4,093.00

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
Committee on Library.

CHICAGO, Oct. 9, 1916.

Director Pokorney presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid,

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and the President—7.

Nays—None.

R. L. Polk & Co., books	$ 35.50
Marshall Field & Co., books	2,487.87
C. V. Ritter, books	99.70
A. L. A. Publishing Board, books	94.50
A. C. McClurg & Co., books	73.79
A. Kroch & Co., books and periodicals	26.01
Detroit Publishing Co., books	25.00
Glasgow, Brook & Co., books	19.80
The Caxton Club, books	15.00
H. W. Wilson Co., books, etc	12.54
Row, Peterson & Co., books	10.51
Mentor Association, books	8.10
Geo. E. Koehler & Son, binding	734.39
Brabandt & Valters Book Binding Co., binding	658.09
Northwestern Bindery, binding	489.95
Joseph Flucke & Son, binding	307.56
Burgmeier Book Bindery, binding	255.95
John Seybold, printing numbers on backs of books	107.95
Kirk's Ink Co., paste	23.00
Max Stern's Sons, printing, etc	117.70
James Watson & Co., printing	29.00
Tucker-Kenworthy Co., printing	27.00
Swigart Paper Co., paper	152.85
Dwight Bros. Paper Co., paper	104.12
Bradner Smith & Co., paper	28 36
Library Bureau, book pockets, cards, boxes, books, etc	153.00
Geo. E. Cole & Co., stationery	58.73
Rockwell-Barnes Co., pencils	15.40
P. A. Salisbury-Schulz Co., holders and dates	9.00
Hammond Typewriter Co., ribbon coupons	7.00
Goodyear Rubber Co., rubber bands	6.50
Louis Melind Co., ink pads	4.00
H. S. Parrish & Co., dates and rubber stamps	6.65
Dennison Mfg. Co., gummed labels	4.80
Addressograph Co., addresses	209.73
Librarian of Congress, catalog cards and proof sheets	500.00
H. G. Wilson, Sec'y, cash expenditures, September, 1916	287.88
	$7,207.26

He, also, presented lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and the President—7.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co, books	$31.35
C. V. Ritter, books	9.60
A. C. McClurg & Co., books	5.64
Brabandt & Valters Book Binding Co., binding	43.84
Geo. E. Koehler & Son, binding	33.85
Northwestern Bindery, binding	10.19
	$134.47

Rental Collection.

Marshall Field & Co., books	$336.55

Bill to be paid from Ryder Fund Income Account.

Architectural Book Publishing Co., books	$8.10

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations and recommends their acceptance, with instructions to the Libra-

rian to fill the positions by requisition on the Civil Service Commission:

Pages: Edward H. Enright, September 27; Abraham H. Shanberg, September 25.

Senior library assistants: Helen Crowe, October 9; Mary Pomerene, October 15.

Your Committee recommends granting the following leaves of absence, without deduction of salary:

Edward Henwood, senior library assistant, October 3, 4 and 5, on account of death of mother.

Bessie H. Palmer, principal library assistant, September 24, 25 and 26, on account of death of father.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Oct. 9, 1916.

He, also, presented the report of the United States Audit Company on audit of the books and accounts of the Chicago Public Library for the quarter ended August 31, 1916, which was received and ordered published.

The following is the report:

October 4, 1916.

To the President and Board of Directors,
Chicago Public Library,
Chicago.

Gentlemen:—As instructed, we have audited the books and accounts of the Chicago Public Library for the three months ended August 31, 1916.

We compared the vouchers with the entries in the Cash Book and Voucher Record; verified the receipts from fines, books lost, deposits, etc., by comparison with the branch library daily receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry, and traced the postings therefrom to the general ledger.

We verified the cash account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments in the presence of Secretary Wilson and Director Mayer.

We compared the receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, as summarized on the prefixed index, which contain full detail of the transactions for the period under review in accordance with the books.

Yours very truly,

UNITED STATES AUDIT CO.
HENRY L. HERTZ,
President.

Supervised by:

W. B. FLERSHEM,
Certified Public Accountant.

FUNDING BALANCE SHEET, AUGUST 31, 1916.

Fund Assets.

Public Library Fund:		
Tax Levy—1915 Balance	$225,069.65	
Cash in hands of City Treasurer	41,500.68	
Total Public Library Fund Assets		$266,570.33
Current and Trust Funds:		
Bonds	277,411.76	

Certificate of Deposit	588.24		
Cash	4,233.50		
Total Trust and Current Funds, Assets		282,233.50	
Total Fund Assets			$548,803.83
Fund Liabilities.			
Public Library Fund		$266,570.33	
Current and Trust Funds:			
Kelly Fund	200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Fund Income	490.28		
Kelly Branch	1,733.65		
Ryder Fund	10,000.00		
Ryder Fund Income	58.77		
Beecher Fund	2,000.00		
Beecher Fund Income	166.19		
Jackson Fund	1,000.00		
Jackson Fund Income	39.62		
Secretary's Petty Cash	161.40		
Security Deposits	1,078.50		
Special Deposits	100.00		
Insurance Fund	36.00		
Rental Collections	369.09		
Total Current and Trust Fund—Liabilities		282,233.50	
Total Fund Liabilities			$548,803.83

PUBLIC LIBRARY FUND — CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED AUGUST 31, 1916.

Receipts.			
Taxes: 1915		$ 140,531.56	
Interest on Cash in hands of City Treasurer		128.60	
Sundry Receipts		794.50	
Total Receipts		$141,454.66	
Add: Cash Balance May 31, 1916		19,206.65	
Total to be Accounted for			$160,661.31
Disbursements.			
Salaries: Main Library	55,414.92		
Branches	20,662.06		
Delivery Stations	2,066.37	78,143.35	
Delivery Stations—Miscellaneous		6,249.17	
Branches—Miscellaneous		3,003.96	
Books		9,797.80	
Binding		7,515.24	
Finding Lists		2,406.66	
Printing and Stationery		1,522.01	
Periodicals		104.57	
Miscellaneous Expense		1,044.95	

Fuel	1,460.31		
Heating and Generating Plant	282.70		
Electric Supplies and Repairs	337.52		
Elevator Supplies and Repairs	28.15		
Janitor's Expense	316.75		
Furniture and Fixtures	1,092.68		
Insurance	276.74		
Freight and Expressage	29.75		
Postage	619.27		
Refunds—Books Lost and Paid for	44.91		
Repairs, Alterations and Improvements	4,884.14		
Total Disbursements		119,160.63	
Add: Cash Balance August 31, 1916		41,500.68	
			$160,661.31

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended August 31, 1916.

Receipts.	Total	June, 1916	July, 1916	August 1916
Kelly Fund Income	$ 1.52	$	$ 1.52	$.....
Kelly Branch	3,579.99	682.43	2,892.75	4.81
Ryder Fund Income	120.46	50.00	60.46	10.00
Beecher Fund Income	41.81	40.00	1.81	.....
Jackson Fund Income	.58	.....	.58	.....
Rental Collections	599.18	236.89	185.36	176.93
Secretary's Petty Cash	1,108.45	374.59	367.08	366.78
Miscellaneous	287.71	116.94	92.84	77.93
Finding Lists	118.18	37.07	43 13	37.98
Books Lost and Paid for	388.61	161.57	96.43	130.61
Deposits Received	855.90	300.90	349.25	205.75
Fines	5,429.62	2,085.38	1,705.56	1,638.68
Total Receipts	$12,532.01	$4,085.77	$5,796.77	$2,649.47
Add: Cash Balance at Beginning of Period	3,180.51	3,180.51	3,072.88	5,025.78
Total to be Accounted for	$15,712.52	$7,266.28	$8,869.65	$7,675.25
Disbursements.				
Treasurer	$ 794.50	$ 315.58	$ 232.40	$ 246.52
Pension Fund	5,429.62	2,085.38	1,705.56	1,638.68
Kelly Branch	2,648.19	858.47	873.28	916.44
Ryder Fund Income	136.55	72.10	64.45	.....
Beecher Fund Income	5.00	.....	.....	5.00
Jackson Fund Income	.....	.....	.....	.....

Rental Collections	497.30	201.69	274.60	21.01
Books Purchased	211.39	100.22	54.49	56.68
Freight and Express	29.75	3.71	12.65	13.39
Printing and Stationery	19.19	3 91	9.19	6.09
Periodicals	36.35	9.65	3.45	23.25
Postage	619.27	196.64	227.30	195.33
Heating and Generating Plant	13.44	.....	10.44	3.00
Delivery Stations—Miscellaneous.	12.62	.50	5.65	6.47
Refunds—Books Lost and Paid for	44.91	18.80	13.75	12.36
Deposits Refunded	895.40	293.10	326.80	275.50
Janitor's Expense	.50	.....	.....	.50
Branches	21.20	4.30	10.80	6.10
Miscellaneous Expense	63.09	29.35	18.31	15.43
Binding	.75	.....	.75	.....
Total Disbursements	$11,479.02	$4,193.40	$3.843.87	$3.441.75
Add: Cash Balance at End of Period	4,233.50	3,072.88	5 025.78	4,233.50
Total Accounted for	$15,712.52	$7,266.28	$8,869.65	$7,675.25

Current and Trust Funds—Summary of Balances.

	June 30, 1916	July 31, 1916	August 31, 1916
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	488.76	490.28	490.28
Kelly Branch	625.81	2,645.28	1,733.65
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	52.76	48.77	58.77
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	169.38	171.19	166.19
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	39.04	39.62	39.62
Secretary's Petty Cash	132.92	133.22	161.40
Security Deposits	1,125.80	1,148.25	1,078.50
Special Deposits	100.00	100.00	100.00
Insurance Fund	36.00	36.00	36.00
Rental Collections	302.41	213.17	369.09
Total Current and Trust Funds	$281,072.88	$283,025.78	$282,233.50
Made up as follows:			
Bonds—Book Value	$277,411.76	$277,411.76	$277,411.76
Certificate of Deposit	588.24	588.24	588.24
Cash	3,072.88	5,025.78	4,233.50
	$281,072.88	$283,025.78	$282,233.50

Reconciliation of Trust Funds, August 31, 1916.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William H Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000,00	
Hiram Kelly Increment	65.000.00	
Total Trust Funds		$278,000.00
Investments:		
Municipal and Sundry Bonds as per Exhibit "F", page 1 (par value $278,000.00)	$277.411.76	
Union Trust Company Certificate of Deposit No. D9302, Dated January 31, 1916.	588.24	
Total Investments		$278,000.00

Reconciliation of Cash Account August 31, 1916.

Balance Per Bank Statements September 30, 1916:			
First National Bank		$ 3,425.68	
Deduct Outstanding Checks:			
No. 5926	$1.05		
5946	5 50		
5966	1.25		
5970	1.00	8.80	
			$3,416.88
Union Trust Company		1,707.48	
Deduct Outstanding Checks:			
No. 1889	4.84		
1898	10.36		
1914 to 1925 inclusive	290.40	305.60	1,401.88
Made up as follows:			
Special Account		285.80	
Regular Account		1,116.08	
		1,401.88	
Illinois Trust and Savings Bank, Savings Account			459.09
Cash Per Count			157.56
			5.435.38
Add: Cash Disbursements September, 1916			1,394.58
			6.829.96
Deduct Cash Receipts September, 1916			2,596.46
Balance Per Books August 31, 1916			$4,233.50

He, also, presented the bill of the United States Audit Company in the amount of $43 75 for audit of the books and accounts of the Public Library for the quarter ended August 31, 1916, and moved that the bill be ordered paid.

Carried.

He, also, presented the list of vacancies and appointments for September, 1916, which was received and ordered published.

The following is the list:

Margit Arentz, junior library assistant, appointed temp. September 5, $420 per year; separated September 11: appointed civil service September 12; $480 per year.

Clara Barnes, junior library assistant, resigned September 10.

Fannie Bates, janitress, appointed temp. September 20, $25 per month.

Lucille Baumann, junior library assistant, appointed temp. September 26, $420 per year.

Axel Bay, page, resigned September 10.

Benjamin Bleiman, page, appointed temp September 14; $300 per year.

Viola Bough, junior library assistant, appointed temp. September 11, $420 per year.

John T. Breme, junior library assistant, separated September 4.

Maurice Brown, page, appointed temp. September 12, $300 per year.

Edward Cahill, page, separated September 6.

Lorene Campbell, junior library assistant, resigned September 25.

Robert Christian, page, appointed temp. September 12, $300 per year.

Florence Ciovino, book repairer, appointed temp. September 18, $420 per year.

Maurice Clarke, page, separated September 8; appointed civil service September 9, $300 per year.

A. B. Corman, junior library assistant, appointed temp. September 5, $480 per year; separated September 25; appointed temp. as senior library assistant September 26, $720 per year.

George Degen, page, appointed temp. September 19, $300 per year.

Jessie de Lang, junior library assistant, appointed temp. September 25, $420 per year.

Dorothy Dillon, junior library assistant, appointed temp. September 11, $420 per year.

John Dougherty, page, appointed temp. September 19. $300 per year.

Lee R. Egan, page, resigned September 17.

Abraham Elson, page, appointed September 8, $300 per year.

Harold Enger, page, appointed temp. September 19, $300 per year; separated September 19.

Edward Enright, page, resigned September 27.

Michael Epstein, page, resigned September 4.

James Farrister, page, separated September 1.

Victor Finkelstein, page, appinted temp. September 12, $300 per year.

Ralph Fletcher, page, separated September 10.

Bernard Friedman, page, appointed temp. September 18, $300 per year.

Oscar Gelbard, page, appointed September 18, $300 per year.

Benjamin German, page, separated September 1.

Charles Gerloff, janitor, separated September 20.

Samuel Gertz, page, separated September 5.

Louis Goodman, page, separated September 11.

D. E. Halberstadt, mechanical and electrical engineer, separated September 15.

Arnold Hansen, page, appointed September 13, $300 per year.

Thomas Harney, elevator operator, appointed temp. September 15, $900 per year.

John Harper, page, separated September 10.

Richard Harrington, page, appointed temp. September 18, $300 per year.

Edmund Harrison, page, resigned September 4.

Leo Henikoff, page, resigned September 25.

Madelyn Hesse, junior library assistant,

appointed temp. September 14, $420 per year.

Margaret Hill, junior library assistant, separated September 14.

Harvey Horwich, page, appointed temp. September 18, $300 per year.

Sol Jacobs, page, separated September 10.

John F. James, principal library assistant, appointed head library assistant September 11, $1280 per year (Promotional).

Edward Johnson, page, appointed September 26, $300 per year.

Harry Kalcheim, page, appointed September 18, $300 per year.

Norman Kefferly, page, appointed temp. September 16, $300 per year.

Abraham Klinger, page, appointed temp. September 18, $300 per year.

Sam Kramer, page, appointed temp. September 19, $300 per year.

Marian Lamb, junior library assistant, appointed temp. September 26, $420 per year.

Belroy La Starge, page, appointed temp. September 19, $300 per year; separated September 24.

Sidney Levin, page, appointed September 11, $300 per year.

David Levinson, page, separated September 8; appointed civil service September 9, $300 per year.

Florence McKenzie, janitress, separated September 17.

Guy Mariotti, senior library assistant, separated September 15.

Mary Marye, junior library assistant, appointed temp. September 19, $420 per year.

James Miller, page, appointed September 13, $300 per year.

Cathrine Moore, junior library assistant, appointed temp. September 6, $420 per year.

Emmett O'Neill, page, resigned September 25.

Nellie Patterson, book repairer, separated September 17; appointed temp. as junior library assistant September 18, $420 per year.

Matthew Peyton, page, separated August 17.

Benjamin Raphaelson, page, separated September 1.

Ed Rasmussen, elevator operator, appointed temp. September 14, $900 per year; separated September 15.

Emmanuel Ratzenstein, page, separated September 4.

Frank Reeves, page, separated September 8; appointed civil service September 9, $300 per year.

Benjamin Rudy, page, appointed messenger September 11, $540 per year (Promotional).

Francis Ryan, page, separated September 8; appointed civil service September 9, $300 per year.

Fanny Sattinger, junior library assistant, appointed temp. September 6, $420 per year.

Selig Seldin, page, appointed September 18, $300 per year.

Abraham Shanberg, page, resigned September 25.

Harry Sloan, page, separated September 25.

Charlotte Smith, junior library assistant, appointed September 5, $480 per year.

Robert Stracke, page, resigned September 4.

Meyer Sturman, page, appointed September 18, $300 per year.

Timothy Sullivan, page, appointed September 18, $300 per year.

Mabel Twitty, junior library assistant, appointed temp. September 26, $420 per year.

Edwin Ulveling, page, appointed September 13, $300 per year.

Isadore Weiner, page, separated September 24.

Chester Wentz, page, appointed temp. September 5, $300 per year.

Ralph Wentz, page, appointed temp. September 5, $300 per year.

George Wiborg, page, separated September 6.

Alice Young, stenographic assistant, appointed temp. September 26, $600 per year.

Henry L. Young, page, separated September 8; appointed civil service September 9, $300 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following schedule of bills, regularly

audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch ...	$ 117.00
Lewis Institute, rent, Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	125.00
F. A. Hill & Co, Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek, rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Ackley Bros., Agts., rent, Woodlawn Branch	35.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric current	98 43
Chicago Telephone Co., telephone service	77.91
A. P. W. Paper Co., toilet supplies	90.00
Sanitary Office Towel Co., laundering towels	38.99
Individual Towel & Cabinet Service Co., clean towel supply	9.80
Cudaby Packing Co., soap powder	9.60
Haegele Ice Co., ice	30.41
Buchanan Bros., sprinkling streets	15.00
Fairbanks, Morse & Co., repairing book trucks	6.28
A.H.Abbott & Co., paper and tracing cloth	4.56
Bullard & Gormley Co, hardware	3.95
City Collector, elevator inspections	18.00
Pottinger-Flynn Coal Co., coal	577.14
Krehbiel Co., coal analysis	25.00
Leavitt Machine Co., pump outfit	64.00
Lammert & Mann Co., making bronze packing sleeves	30.90
Lunkenheimer Co., engineering supplies	17.55
Perkins Machine Co, grinding piston rod	13.50
McMaster-Carr Supply Co., engineering supplies	12.20
Jenkins Bros., valves	6.84
Samuel Harris & Co., machinists' labor	6.80
Crane Co., engineering supplies	3.85
Citizens Street Cleaning Bureau, removing cinders	16.80
Manhattan Electrical Supply Co., electrical supplies	14.76
Inland Electric Co., electrical supplies	4.53
Otis Elevator Co., relining brake band	11 85
James S. Kirk & Co., soft soap	47.94
H. Channon Co., mops	36.00
Remien & Kuhnert Co., brushes, paint, alcohol, etc	23.60
Plunkett Chemical Co., insect powder	4.50
Shavings & Sawdust Co., load of sawdust	10 00
Allen Filter Service, cooler and bottle	10.25
Lampert & Keller, insurance on library property at Austin Branch	45.00
Joseph Halsted Co., opening windows	1,044.00
H. Rosenbaum Roofing Co., repairing roof of Public Library Bldg	472.05
Tyler & Hippach, setting window glass	77.40
Brown Specialty Machinery Co., sidewalk glass	40.00
Joseph T. Ryerson & Son, steel	5.58
Garden City Sand Co., cement and sand	4.00
Standard Oil Co., gasoline	128.65
Chicago Engineer Supply Co., engineering supplies	15.12
D. J. Gallagher Mfg. Co., waste	12.88
Beckley-Ralston Co., automobile accessories	9.95
Wayman & Murphy, fender irons	9.00
Maypole Garage, automobile storage	11.20
Irving Park Livery and Garage, automobile storage	6.00
G. A. Taylor Trunk Works, book trunks	387.50
H. G. Wilson, Sec'y, cash expenditures, Sept., 1916	43.02
	$4,504.79

He, also, presented a list of bills for maintenance of the Kelly Branch and moved that the bills be ordered paid from the Kelly Branch fund.

Carried.

Commonwealth Edison Co., electric current	$20.79
Chicago Telephone Co, telephone service	3.75
	$24.54

Director Healy stated that the lease for the quarters, No. 6312 Woodlawn avenue, now occupied by the Woodlawn Branch, would expire October 31, 1916, and moved that the proposal of the owner to extend this lease for a period of two months at the same rental be accepted.

Carried.

The Assistant Librarian presented the statistical report of the Librarian for the month of September, 1916, which was received and ordered published.

NEW BUSINESS.

The President, Director Henius, presented the following resolution:

Whereas, It is desirable to secure additional sites for branch libraries, and

Whereas, It has been brought to the attention of the Board that sites may be secured in the public parks of the city, be it

Resolved, That the president appoint a special committee of three to investigate this matter.

Director Healy moved the adoption of the resolution.

Carried.

The President appointed Directors Barr, Mayer and Breyer members of the special committee in accordance with the terms of the resolution.

On motion of Director Breyer, the Board adjourned.

A. S. Wilson
Secretary.

REPORT OF LIBRARIAN FOR SEPTEMBER, 1916.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of September was 315,909; for the corresponding month of the previous year 297,965. The circulation was from the following sources:

Central Library	53,854
Branches	160,207
Stations	48,221
Traveling Libraries	35,436
Deposits and Miscellaneous	18,191
	315,909

The following is a summary of the books obtained at the Central Library:

Main Collection	18,857
Open Shelf	23,051
Hughes Room	2,273
Music Room	1,919
Information Desk (Teachers and special cards)	6,732
Miscellaneous	484
Books for the Blind	399
Documents	139
	53,854

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	1,799	146	1,945
Austin	8,418	326	8,744
Austin High	2,433	....	2,433
Bessemer Park	2,653	177	2,830
Blackstone	7,231	279	7,510
Burr School	3,148	113	3,261
Cornell Square	2,154	49	2,203
Davis Square	1,081	91	1,172
Douglas Park	11,760	867	12,627
Dvorak Park	2,323	216	2,539
Eckhart Park	3,600	229	3,829
Fuller Park	3,050	153	3,203
Hamilton Park	4 411	224	4,635
Hamlin Park	3,079	112	3,191
Harrison High	2,255	....	2,255
Hebrew Institute	5,360	828	6,188
Holstein Park	3,282	86	3,368
Humboldt	9,048	1,246	10,294
Independence Park	2,628	65	2,693
Kelly	11,233	373	11,606
Lewis Institute	8,365	363	8,728
Lincoln Center	5,336	343	5,679
Logan Square	6,235	338	6,573
Mark White Square	2,393	153	2,546
Ogden Park	6,080	217	6,297
Palmer Park	2,889	73	2,962
Pulaski Park	2,471	44	2,515
Senn High	1,800	...	1,800
Seward Park	3,594	295	3,889
Sheridan	8,571	273	8,844
Sherman Park	3,578	68	3,646
Stanford Park	3,405	102	3,507
Stanton Park	2,924	74	2,998
Sumner School	3,421	157	3,578
Walker	1,927	53	1,980
West 26th Street	6,272	105	6,377
Total	160,207	8,238	168,445

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	91	..	91	Longwood	721	..	721
Ashburn	45	..	45	Mayfair	768	..	768
Brighton Park	1,137	..	1,137	Norwood Park	185	..	185
Butler House	2,175	.	2,175	Park Manor	471	129	600
Cheltenham	653	..	653	Ravenswood	1,201	293	1,494
Chicago Lawn	1,689	..	1,689	Rogers Park	3,164	75	3,239
Dauphin Park	1,244	346	1 590	East Rogers Park	1,245	186	1,431
Dunning	1,538	..	1,538	Washing'n Heights	381	..	381
Edgewater	737	151	888	West Brighton	1,176	..	1,176
Edison Park	785	..	785	West Englewood	914	..	914
Fernwood	905	..	905	West Pullman	2,202	..	2,202
Gano	1,103	..	1,103	West Ravenswood	1,011	221	1,232
Grand Crossing	2,214	82	2,296	West Ridge	....	....	....
Gresham	2,278	55	2,333	Woodlawn	4,955	1,275	6,230
Irving Park	539	46	585	Total	35,436	2,950	38,386

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	160,207	8,238	168,445
Traveling Libraries	35,436	2,950	38,386
Business House Deposits	17,054	2,195	19,249
Miscellaneous References	1,137	.....	1,137
Total	213,834	13,383	227,217

Of the 48,221 books supplied through the Stations Department, 8,238 were sent to 33 branches and 39,983 to 76 stations. The books supplied for the same month of the preceding year numbered 54,211 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 12,636.

REFERENCE ROOM.

Number of books issued from stacks 28,577
Number of recorded visitors 11,075

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,554. Visitors, 954.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,760. Newspapers, 571. Visitors, 1,545.

U. OF ILL. LIB.

CIVICS ROOM.

Magazines issued, 1,585; directories consulted, 2,285; bound documents used, 1,605; books, 889; pamphlets, 7,710. Visitors, 4,591; package libraries circulated, 69.

STUDY ROOM

Volumes consulted, 1,456. Visitors, 1,816.

HUGHES ROOM.

Volumes circulated, 2,273; pictures circulated, 1,990; visits from school classes, 3; recorded visitors, 2,344. No record was kept of the number of books consulted at or borrowed from the open shelves.

READING ROOM.

Periodicals issued at the counter at Central Library, 9,497. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 80,975.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,859; issued in September of the previous year, 5,923.

Number of non-fiction cards issued, 3,460; juvenile cards, 2,414; research cards, 11; vacation cards, 23; teachers' cards, 158; summer cards, 2. The number of three-year cards outstanding is 201,985.

BINDERY DEPARTMENT.

Number of books at binderies September 1, 1916	8,786
Number of books sent to binderies in September, 1916	5,768
Total number of books at binderies in September, 1916	14,554
Number of books received from binderies in September, 1916	5,496
Number of books at binderies October 1, 1916	9,058
Number of books repaired in Library in September, 1916	4,180

GROWTH OF THE LIBRARY.

The total number of volumes in the Library October 1, 1916, was 710,565. Received since June 1, 1916, 18,028; since September 1, 1916, 3,202. Books worn out and discarded since June 1, 1916, 8,009; since September 1, 1916, 2,366. Books lost and paid for since June 1, 1916, 560; since September 1, 1916, 118. Books found and money refunded since June 1, 1916, 47; since September 1, 1916, 13.

HENRY E. LEGLER,
Librarian.

CHICAGO, October 9, 1916.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 23, 1916.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair and Directors Breyer, Lagorio, Healy, Pokorney, Mayer and Barr.

Absent—Directors Ksycki and O'Connell.

MINUTES APPROVED.

On motion of Director Breyer, the reading of the minutes of the regular meeting of October 9, 1916, and of the adjourned regular meeting held October 13, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Joseph Levin, requesting the Board to open a delivery station in the store at No. 407 S. Cicero avenue.

From Mrs. Jeanette F. Ball, No. 2048 West Twenty-first street, requesting the Board to establish a delivery station in her store at that number.

From C. Zapp, No. 1791 Ogden avenue, requesting the Board to establish a delivery station in his store.

The above communications were referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith submits a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 426 vols., $454.00.

Books for Civics Room, 8 vols., 190 pamphlets, $49.00.

Books to be replaced, 308 vols., $246.00.

Picture books from E. P. Dutton & Co., 494 vols., $108.00.

Miscellaneous books, 674 vols., $838.00; 1 vol., $6.00 (Kelly fund).

Juvenile books to be replaced for branches, 634 vols., $478.00.

Juvenile books for Forestville School and Hardin Square, 2,414 vols., $1,460.00.

Extra copies of fiction for deposit collection, 1,718 vols., $1,340.00.

Books for high schools, 892 vols., $1,002.00.

Books for branches, 3,517 vols., $2,939.00.

Books for Kelly Branch, 248 vols., $215.00 (Kelly fund).

Fiction for main library and branches for rental collection, 105 vols., $101.00.

Regular fund:	11,085 vols., 190 pamphlets.	$8,914.00
Kelly fund:	249 vols.,	221.00
Rental Collection:	105 vols.,	101.00
Total:	11,439 vols., 190 pamphlets,	$9,236.00

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Oct. 23, 1916.

He, also, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library begs leave to report that the Librarian, by direction of the Committee, has prepared a list of periodicals to be subscribed for, for the year 1917 and invited bids on supplying the same. The following bids were received:

The Moore-Cottrell Subscription Agencies, $6,373.96.

The National Subscription Agency of America, $6,370.85.

J. M. Hanson - Bennett Magazine Agency, $6,309.00.

Your Committee recommends that the contract be awarded to the J. M. Hanson-Bennett Magazine Agency on its bid of $6,309 00.

All of which is respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Oct. 23, 1916.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations and recommends their acceptance, with instructions to the Librarian to fill the positions by requisition on the Civil Service Commission:

Page: Joseph Patera, October 17.

Senior Library assistant: Margaret Crain, October 17.

Your Committee also recommends that leave of absence be allowed Charles F. Jackson, elevator operator, from September 26 to November 26, on the basis of half-pay.

With a view to meeting urgent needs for service in the departments affected by the largely increased demands of the public, in part due to the added privileges recently allowed by the Board, we recommend that the scheme of departmental organization as adopted by the Board April 24 be amended in the following particulars:

Evening and Holiday Division: One additional page.

Circulation Division: One additional page and one additional desk assistant, First or Second Grade.

Publications Division: One additional assistant, Third Grade, transferred from Second Grade.

One general assistant, Third Grade, to serve as understudy in various departments as may be required from time to time.

Respectfully submitted,
OSCAR G. MAYER,
Committee on Administration.
CHICAGO, Oct. 23, 1916.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds has received proposals for doing the necessary repairs and pointing on the mason work of the Public Library Building, and recommends that the work be awarded to H. Rosenbaum Roofing Company, the lowest bidders, on their proposal as follows:

Mason per hour.....$1.00
Helper per hour..... .70
Material as per amount used.. ——

Respectfully submitted,
JAMES J. HEALY,
CHAS. C. BREYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.
CHICAGO, Oct. 23, 1916.

He, also, presented a certificate from the architect in favor of T. C. Diener & Co., amounting to $400.00, being first payment on their contract for cut stone for the Woodlawn Branch Library, and moved that the amount be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

SPECIAL COMMITTEES.

The President, Chairman of the Special Committee appointed September 25, 1916, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Special Committee appointed to confer with the Board of Education on matters relating to library branches in the public schools of Chicago begs leave to report that a joint meeting was held with the committee appointed by the Board of Education Tuesday, October 10th inst.

Your Committee met with a very cordial reception, and the outline of plans for co-operation between the two Boards was fully endorsed by the School Board's Committee.

As a result of the conference, Mr. Arthur F. Hussander, Architect, was

instructed to notify the library officials whenever plans for new school buildings were being made, also to confer with the library officials on matters concerning the location of rooms, space required and furniture and equipment.

Mr. Hussander has already submitted the plans for several school buildings, either under construction, or almost ready for construction, and has entered into the plan of co-operation most heartily.

The provisions he has made for library quarters in the new Robert J. Lindblom High School are admirable and will insure a fine branch in this school when completed.

Respectfully submitted,

MAX HENIUS, *President*,
H. G. WILSON, *Secretary*,
H. E. LEGLER, *Librarian*,
Special Committee on Branches in Schools.

CHICAGO, Oct. 23, 1916.

Director Barr moved that the report be received and placed on file and the Committee discharged.

Carried.

Director Barr, Chairman of the Special Committee on Branch Library Sites in Public Parks, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Special Committee on Branch Library Sites in Parks has held a meeting, and after discussion of the State Act pertaining to libraries in parks has come to the conclusion that the law applies to the Chicago Public Library.

Your Committee has appointed Director Mayer to take up the question with the Lincoln Park Board, Director Breyer with the West Park Board and Director Barr with the South Park Board.

Respectfully submitted,

ALFRED E. BARR,
CHAS. C. BREYER,
OSCAR G. MAYER,
Special Committee on Library Sites in Parks.

CHICAGO, Oct. 23, 1916.

Director Barr moved that the report be received.

Carried.

REPORTS.

The Assistant Librarian reported that the new rule adopted by the Board, permitting the issue of five books on one card to each regular borrower, and of fifteen books to teachers, was made effective on Monday, October 16th, and that it has resulted in great increase in circulation. The number of books issued in the Circulation Department of the Main Library on the first Saturday since the operation of the new rule was 4,869 vols., which exceeded the circulation from this department on the corresponding day of 1915 by nearly fifty per cent., and was slightly in excess of the largest number of volumes ever before issued from the Main Library. The increase in use of books in the branches was correspondingly large, and the measure has been received with many expressions of approval.

On motion of Director Healy, the Board adjourned.

H. G. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 13, 1916.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair and Directors Breyer, Lagorio, Ksycki, Healy, Pokorney and Barr.

Absent — Directors O'Connell and Mayer.

MINUTES APPROVED.

On motion of Director Ksycki, the reading of the minutes of the regular meeting held October 23, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Henry Varnum Freeman, acknowledging receipt of the memorial minute adopted by the Board upon the death of her husband, the late Henry Varnum Freeman.

Received and placed on file.

From Thomas J. Walsh, Manager Western Headquarters Democratic National Committee, as follows:

"Democratic National Committee,
"Western Headquarters,
"November 3, 1916.

"*The Trustees of the*
"*Chicago Public Library,*
"*Chicago.*

"*Gentlemen:*—I want to express to you the sincere appreciation of myself and my colleagues for the hearty and effective co-operation which the Chicago Public Library gave us in our effort to get at fact basis, for the conduct of the political campaign just closing.

"We have had occasion repeatedly to call for the assistance of Mr. Legler and his staff on many questions, and we have nothing but praise for their co-operation. The members of our reference and information bureau have expressed to me the fine spirit of service that exists in the civics room of the library to which most of our inquiries were sent. We should like to commend particularly Mr. Levin for his fine spirit and willing co-operation, even when our

repeated inquiries must have been somewhat trying.

"To Mr. Legler we are indebted more than we can say.

"Very sincerely yours,

"T. J. WALSH,

"Manager Western Headquarters."

Received and ordered filed.

From E. J. Whitacre, 2602 Orchard street, requesting the Board to establish a delivery station in his store at that number.

Referred to the Committee on Library.

From L. P. Lindelof, Secretary and Treasurer Painters' District Council No. 14, requesting a conference with the Board in reference to the appointment of woodfinishers in the Public Library.

Referred to the Committee on Administration.

The following communication from the Secretary of the Public Library Employés Pension Fund, which was received and the report ordered published.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—I beg to submit herewith report on the condition of the Public Library Employés Pension Fund for the year ended September 30, 1916.

Respectfully,

H. G. WILSON, *Sec'y.*

CHICAGO, Nov. 13, 1916.

To the President and Trustees Public Library Employes Pension Fund, Chicago.

Gentlemen:—In accordance with Article VIII of the by-laws of the Board I have the honor to submit for your consideration the annual report on the condition of the pension fund for the year ended September 30, 1916, being the eleventh annual report.

During the year just closed there has been a net increase of 42 in the number of contributors to the pension fund, making the total at this date 282.

Three employés, Martin Schnee, James C. Barbee and Emil Schoenbacher, have taken advantage of the provisions of the pension law and have retired on pensions. Another employé, John Toman, was granted a pension, which will begin October 26, 1916, the date his resignation became effective.

The list of pensioners with monthly pensions is as follows:

C. A. Lange	$37.50
Otto Goldberger	50.00
Charles R. Barnes	49.00
Henrietta Lovi	50.00
Samuel Rogalski	41.50
Jessie Booth Perry	48 50
Elie Hudon	37.50
Martin Schnee	25.00
James C. Barbee	50.00
Emil Schoenbacher	47.50

One of the above pensioners, Martin Schnee, was granted a partial pension under Article II of the rules, the amount being based on the ratio of the number of years of his service to twenty years.

At the beginning of the year the Board amended the rules pertaining to the granting of pensions, the changes being as follows:

Article IV. Amended so that the period for the payment of pensions shall begin the day following the separation of an employé from the library service.

Article V. Schedule of pensions revised to conform to salary divisions on library pay roll. Also an amendment providing for an increased pension at the rate of one dollar per month up to the maximum pension of $50.00 per month for each full year of service over and above the twenty years of service, as required by the pension law, and providing also for an increase in the monthly deduction from salaries of employés coming under this provision of one and one-tenth per cent.

The resources of the fund aggregate $154,055.32, made up as follows:

Cash in City Treasurer's hands	$ 6,966.66
Bonds as per list (par value $150,500.00)	147,088.66
	$154,055.32

As required by Article VII, I submit herewith detailed statement of receipts and disbursements together with a list of securities held by the City Treasurer.

Respectfully submitted,

H. G. WILSON, *Sec'y.*

CHICAGO, Nov. 11, 1916.

FINANCIAL STATEMENT FOR YEAR ENDED SEPTEMBER 30, 1916.

RECEIPTS.

Balance cash in treasurer's hands September 30, 1915	$ 3,057.22
Cash collected as fines for retention of books and turned into pension fund by Library Board	21,806.86
Deductions from salaries of contributors	2,498.77
Payments by contributors on leave of absence	12.69
Extra payments by contributors on account of change of rules of Board (other deductions made on pay roll)	91.39
Liquidation of securities 5 Spokane Water bonds	5,000.00
Premium on above bonds	25.00
Income from investments	6,079.59
Interest on cash balance in treasurer's hands	279.29
Total receipts	$38,850.81

DISBURSEMENTS.

Pension rolls	$4,232.58	
Refunds to contributors withdrawn from library service	128.62	
Printing reports, rules, etc.	31.29	
Premium on treasurer's bond	187.50	
Investments:		
5 Cincinnati Gas & Electric Co. 5% bonds	5,000.00	
Accrued interest on above	38.20	
5 Kansas City Railways Co. 5% bonds	4,800.00	
Accrued interest on above	16.67	
11 South Side Elevated Railroad Co. 4½% bonds	9,955.00	
Accrued interest on above	36.50	
7 Ridge Park District 5% bonds	7,394.60	
Accrued interest on above	63.19	
Total disbursements		$31,884.15
Balance cash in treasurer's hands		$ 6,966.66

RESOURCES OF FUND SEPTEMBER 30, 1916.

Cash balance in treasurer's hands	$ 6,966.66
Investments as per list attached (par value $150,500.00)	147,088.66
	$154,055.32

Reconciliation of Cash Balance September 30, 1916.

To be accounted for			$6,966.66
Cash as per treasurer's books September 30, 1916		$5,433.18	
Add:			
Fines for September, 1916		1,541.21	
Interest on cash balance September, 1916		14.07	
		$6,988,46	
Deduct:			
Checks outstanding October 1:			
No. 738	$ 9.75		
No. 739	8.00		
No. 740	4.00		
	$21.75		
Overpayment on warrant for payroll deductions, February, 1916	.05		
		21.80	
			$6,966.66

Investments.

		Par Value.	
8	Chicago City Ry. Co. 5% bonds	($8,000.00)	$ 7,840.00
7	North Shore Electric Co. 5% bonds	(7.000.00)	6,940.00
4	Commonwealth Edison Co. 5% bonds	(4,000.00)	4,100.00
6	Colorado & Southern Ry. Co., 4½% bonds	(6,000.00)	5,880.00
5	Metropolitan W. Side Elevated Ry. Co. 4% bonds	(5,000.00)	4,143 75
5	Cicero Gas Co. 5% bonds	(5,000.00)	4,735.00
10	Public Service Co. Northern Illinois 5% bonds	(10,000.00)	9,750.00
6	Chicago Telephone Co. 5% bonds	(5,000.00)	5,050.00
10	Proviso Township Bridge 5% bonds	(5,000.00)	5,157.87
5	Mutual Fuel Co. 5% bonds	(5,000.00)	5,025.00
1	Maywood (Ill.) Improvement 5% bond	(500,00)	502.71
1	Maywood (Ill.) Municipal 5% bond	(500.00)	502.71
3	Old Portage Park District 5% bonds	(3,000.00)	3,120.00
3	City of Chicago 4% bonds	(3,000.00)	2,940.00
3	Cook County Hospital 4% bonds	(3,000.00)	2,880.00
1	Lincoln Park 4% bond	(1,000.00)	950.00
8	Fernwood Park District 4½% bonds	(4,000.00)	3,864.66
3	School District No. 98 (Cook County) 5% bonds	(3,000.00)	3,079.20
3	East St. Louis Park District 4½% bonds	(3,000.00)	2,943.30
7	Marion (Ill.) Township High School 4% bonds	(7,000.00)	6,742.00
3	Western United Gas & Electric Co. 5% bonds	(3,000.00)	2,951.25
6	Western United Gas & Electric Co. 5% bonds	(3,000.00)	2,951.25
6	Northwestern Elevated Ry. Co, 5% bonds	(6,000.00)	5,580.00
8	Joliet (Ill.) Refunding 4½% bonds	(4,000.00)	3,804.96
3	River Grove (Ill.) Improvement 5% bonds	(1,500 00)	1,477.50
2	Village of Kansas (Ill.) Water 5% bonds	(1,000.00)	1,018.10
4	City of West Frankfort (Ill.) Water 5% bonds	(2,000.00)	2,045.40
4	New Trier Township (Cook County) 4½% bonds	(4,000.00)	4,000.00

8	School District No. 99 (Cook County) 4½% bonds	(8,000.00)	7,864.00
2	West Pullman (Chicago) Park District 5% bonds	(2,000.00)	2,100.40
5	Cincinnati Gas & Electric Co. 5% bonds	(5,000.00)	5,000.00
5	Kansas City Ry. Co. 5% bonds	(5,000.00)	4,800.00
11	South Side Elevated Ry. Co. 4½% bonds	(11,000.00)	9,955.00
9	Ridge Park District (Chicago) Improvement 5% bonds	(4,500.00)	4,753.67
5	Ridge Park District (Chicago) Longwood Drive 5% bds,	(2,500.00)	2,640.93
		($150,500.00)	$147,088 66

I, H. G. Wilson, Secretary of the Board of Trustees of the Public Library Employés Pension Fund, do hereby certify that the foregoing statements are true to the best of my knowledge and belief.

H. G. WILSON, *Sec'y.*

Signed and sworn to before me this eleventh day of November A. D. 1916.

GEORGE B. UTLEY.
Notary Public.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith submits a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 561 vols., $589.00.

Extra copies of books for stacks and open shelves, 267 vols., $361.00.

Books to be replaced, 532 vols., $420.00.

Books from the A. L. A. Publishing Board, 110 vols., $90.00.

Miscellaneous books, 148 vols., $383.00; 24 vols., $67.00 (Beecher fund); 3 vols., $29.00 (Ryder fund).

Fiction for branches, 136 vols., $125.00,

Books to be replaced for branches, 1,039 vols., $739.00.

Books for high school branches, 265 vols., $275 00.

Books for Deposit Collection, 949 vols., $845.00.

Extra copies of juvenile books for Deposit Collection, 2,788 vols., $2,330.00.

Fiction for Kelly Branch, 19 vols., $17.00 (Kelly fund).

Books to be replaced for Kelly branch, 352 vols., $258.00 (Kelly fund).

Fiction for main library and branches for Rental Collection, 249 vols., $229.00,

Regular fund:	6,795 vols.,	$6,157.00
Beecher fund:	24 vols.,	67.00
Ryder fund:	3 vols.,	29.00
Kelly fund:	371 vols.,	275.00
Rental Collection:	249 vols.,	229.00
Total:	7,442 vols.,	$6,757.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $67.24, be paid from the incidental fund.

Your Committee submits the following report with reference to petitions received for stations:

D. Nagel, 5012 Cottage Grove avenue, to be opened on trial.

R. F. Burne, 3659 Indiana avenue, placed on file, the store not being suitable for a station.

H. P. Reuter, 3042 Belmont avenue, to be opened on trial.

W. Roseburg, 1501 S. Lawndale ave-

nue, to be opened on trial, this location being in close proximity to three schools.

1425 S. Hamlin avenue, a deposit station, to be opened on trial,

C. Zapp, 329 S. Wood street, to be opened on trial in place of 1791 Ogden avenue, where a station was formerly established and has been discontinued owing to the removal of the proprietor.

Joseph Levin, 407 S. Cicero avenue, a deposit station, this store being well situated and suitable for that purpose.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Nov. 13, 1916.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Barr and the President—7.

Nays—None.

B. F. Stevens & Brown, books and subscriptions, £149/17/1 (est.)	$ 729.73
J. Terquem, books, francs 34.20 (est.)	6 84
Marshall Field & Co., books	7,159.71
C. V. Ritter, books	329.75
Yiddish Literary Publishing Co., books	259.13
B. Linka & Co., books	208.39
Chicago Directory Co., books	150.00
A. C. McClurg & Co., books	147.27
John R. Anderson Co., books	131.67
E. P. Dutton & Co., books	108.55
A. L. A. Publishing Board, books	90.20
Theo. E. Schulte, books	47.70
A. Kroch & Co., books and subscriptions	43.89
A. Flanagan Co., books	43.29
R. L. Polk & Co., books	42.00
H. A. Robinson, books	40.00
Henry Collins Brown, books	10.00
Bumstead & Co., books	8.00
American Catholic Historical Society, books	5.00
Boston Book Co., books	4.87
J. M. Hanson-Bennett Magazine Agency, subscriptions	6,057.75
H. W. Wilson Co., subscriptions and books	106.20
The Editorial, subscription	5.00
Brabandt & Valters Book Binding Co., binding	768.97
Geo. E. Koehler & Son, binding	532.03
Northwestern Bindery, binding	525.89
Joseph Flucke & Son, binding	430.54
Burgmeier Book Bindery, binding	212.90
John Seybold, printing call numbers on books	104.55
Gaylord Bros., pamphlet binders	21.91
Barrett Bindery Co., binders	6.61
Shelp Mfg. Co., gummed muslin	15.12
Tucker-Kenworthy Co., printing	49.95
Max Stern's Sons, printing	136.20
Holmes Mfg. Co., stationery	51.96
James Watson & Co., printing	45.30
Dwight Bros. Paper Co., paper	90.78
Swigart Paper Co., paper	249.25
Bradner Smith & Co., paper and envelopes	98.59
Sewell-Clapp Envelopes, envelopes	64 58
W. D. Messinger & Co., paper	20.00
Library Bureau, cards, book pockets, charging tray	211.25
Rockwell-Barnes Co., paper and pencils	125.30
Geo. E. Cole & Co., stationery	22.35
Dennison Mfg. Co., gummed labels and glue	10.80
P. A. Salisbury-Schulz Co., dates	9.00
Uuiversal Stamp & Stencil Co., ink pads and rubber stamps	8.10
International Time Recording Co., cards	8.70
Albert Hancock & Co., carbon paper	7.50
Goodyear Rubber Co., rubber bands	6.25
City Collector, pay roll sheets, etc	5.16
Louis Melind Co., stamp pads	4.00
H. G. Wilson, Sec'y, cash expenditures, October, 1916	313.08
H. G. Wilson, Sec'y, cash advanced for cataloging foreign books	75.00
	$19,966.56

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Barr and the President—7.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co , books	$154.84
Chicago Directory Co., book	15.00
A. C. McClurg & Co., books	12.47
J. M. Hanson Bennett Magazine Agency, periodicals	228 75
Joseph Flucke & Son, binding	14 34
Northwestern Bindery, binding	8.35
Brabandt & Valters Book Binding Co., binding	4 02
Geo. E. Koehler & Son, binding	1.31
	$439.08

Bills to be paid from Ryder Fund Income Account.

A. Kroch & Co., books	$31.60
J. M. Hanson-Bennett Magazine Agency, periodicals	55.60
	$87.20

Bills to be paid from Beecher Fund Income Account.

Clayton F. Summy Co., music books	$67.04
Mrs. Stephen C. Goss, music books	17.50
	$84.54

Bill for Rental Collection.

Marshall Field & Co., books	$190.88

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages: Melville E. Eaton, November 9; Victor Finkelstein, November 4; Henry Petersen, October 29.

Junior library assistant: Katherine Stites, December 26.

Your Committee recommends that leaves of absence be granted as follows:

Anna V. Donnelly, senior library assistant, extension of leave for four months from November 11, the first month thereof to be on half-pay. Miss Donnelly is suffering from a severe illness.

Roey Cowen, senior library assistant, leave of absence for one month terminating October 16, on half-pay, Miss Cowen having been severely ill from July 3 until the date mentioned.

Rocco Motto, messenger, leave of absence from October 19 to 22, inclusive, as offset in part for vacation period, with reimbursement of salary deducted for the dates mentioned.

John F. Ryan, elevator operator, November 1 to 3, inclusive, without deduction of salary, absence having been due to death in the immediate family.

Thomas Guthrie, oiler, leave of absence from November 1 to 3, inclusive, as offset in part for vacation period, with reimbursement of salary deducted for the dates mentioned.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
Committee on Administration.

CHICAGO, Nov. 13, 1916.

He, also, presented the following report of the Committee recommending an amendment to Article XVII of the by-laws of the Board, which was laid over, under the rules, until the next regular meeting of the Board.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends modification of the By-Laws of the Board in accordance with the amendments herewith submitted for your consideration:

Amend third paragraph of Article XVII so as to read as follows:

Subject to the requirements of the service, attendance record and general efficiency rating, the Librarian shall be authorized, in addition to Saturday half-holidays, or equivalent time off from May 1 to October 1 of each year, to excuse absence as follows:

Death in immediate family, not exceeding three days; half-holidays from October 1 to May 1, two half-days monthly.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
Committee on Administration.

CHICAGO, Nov. 13, 1916.

He, also, presented the list of vacancies and appointments for October, 1916,

which was received and ordered published.

The following is the list:

Gertrude Ahern, junior library assistant, appointed temp. October 23, $420 per year.

Maurice Brown, page, separated Oct. 11.

Margaret Crain, senior library assistant, resigned October 17.

Helen Crowe, senior library assistant, resigned October 8.

Lawrence Cullnan, page, appointed temp. October 24, $300 per year.

Walter A. Faerber, page, appointed messenger October 5, $540 per year. (Promotional.)

William Felsher, page, appointed October 2, $300 per year.

Maude H. T. Freeman, senior cataloger, appointed principal library assistant October 26, $1020 per year. (Promotional.)

Walter Gacek, wood finisher, separated October 8; appointed temp. as janitor October 11, $840 per year; separated Oct. 30.

Samuel Gertz, page, appointed temp. October 17, $300 per year.

Edith Greengard, junior library assistant, separated October 11.

Edward Greenspan, page, appointed temp. October 30, $300 per year.

Harvey Horwich, page, separated October 2.

Emma Hulsey, book repairer, appointed temp. October 17, $420 per year.

Nellie Jacker, book repairer, appointed temp. October 16, $420 per year.

Norman Kefferly, page, separated October 2.

John Kerr, page, appointed temp. October 23, $300 per year; separated October 25; appointed civil service October 26, $300 per year.

Norah Keyes, book repairer, appointed temp. October 18, $420 per year.

Frank Kiesler, page, appointed temp. October 28, $300 per year.

Addie Lawler, book repairer, appointed temp. October 18, $420 per year.

Rosalind Lillibridge, senior library assistant, appointed principal library assistant October 27, $1020 per year. (Promotional.)

James Lynch, page, appointed temp. October 2, $300 per year; separated October 2.

Bessie Moberg, book repairer, appointed temp. October 19, $420 per year.

Francis Mooney, page, appointed temp. October 27, $300 per year.

Edward O'Meara, page, appointed temp. October 16, $300 per year.

Miriam Paley, page, appointed temp. October 2, $300 per year.

Joseph Patera, page, resigned Oct. 17.

Henry Petersen, page, resigned Oct. 25.

Alice Peterson, junior library assistant, appointed temp. October 6, $420 per year.

Mary Pomerene, senior library assistant, resigned October 15.

Robert Robertson, page, appointed temp. October 26, $300 per year.

Pauline Rothgeb, page, appointed temp. October 3, $300 per year.

Charles Schally, page, appointed temp. October 16, $300 per year.

Joseph Steiner, page, appointed temp. October 16, $300 per year; separated October 23.

D. C. Tinnin, janitor, separated Oct. 8.

Elmer Tolmaire, page, appointed temp. October 3, $300 per year.

John Toman, principal library assistant, resigned October 25.

William Vogel, janitor, reinstated October 30, $840 per year.

Peter J. Werner, page, separated Oct. 1.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following report of the Committee and moved that the action of the Committee be approved.

Carried.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report that in accordance with the authority given this Committee September 11, 1916, a "Paige" 6-38 touring car with a demountable sedan top for winter use has been purchased for the net sum of

$1,035.00, the allowance on the old "Chalmers" car being $283.00.

Respectfully submitted,

JAMES J. HEALY,
CHAS. C. BREYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.

Nov. 13, 1916.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Barr and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	100.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (Richard Dusil, Pres.), rent, 26th St. Branch	75.00
Ackley Bros., rent, Woodlawn Branch	35.00
Herman Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric current	131.92
Consumers Co., coal and wood	109.45
Chicago Telephone Co., telephone service	87.23
J. C. Daly, sprinkling street, Sheridan Branch	6.50
Sanitary Office Towel Co., laundering towels	38.17
Individual Towel & Cabinet Service Co., clean towel supply	10.40
Haegele Ice Co., ice	19.45
J. Wallace Wakem for A. Henrotin Co., soap	36.25
James S. Kirk & Co., soap	4.00
Bullard & Gormley Co., hardware	13.25
Chicago Mill and Lumber Co., boxes	106.25
International Time Recording Co., rebuilding time clock	36.50
W. V. Geary Teaming Co., sprinkling streets, etc. (4 months)	25.00
Buchanan Bros., sprinkling streets, main library	15.00
Addressograph Co., addresses	10.84
American Multigraph Sales Co., type, etc.	4.10
Pottinger-Flynn Coal Co., coal	629.53
Krehbiel Co., coal analysis	25.00
Samuel Harris & Co., machinists' supplies	20.29
Gallaher & Speck, machinists' supplies	7 00
Crane Co., engineering supplies	5.38
Hills-McCanna Co., engineering supplies	5.30
O. C. Heckley Co., packing	3.71
Citizens Street Cleaning Bureau, removing cinders	20.40
Commonwealth Edison Co., mazda lamps	85 05
Inland Electric Co., electrical supplies	13.26
Peerless Electric Co., rewinding complete two magnet coils	7.00
Manhattan Electrical Supply Co., electrical supplies	6.50
Burdett-Rowntree Mfg. Co., elevator parts, etc	4.86
Wm. Dilley, brushes	32.00
Cudahy Packing Co., soap powder	19.20
Fuller-Morrisson Co., janitor supplies	7.55
Royal Typewriter Co, typewriting machine	67.50
Oliver Typewriter Co., typewriting machine	66.47
A. Hannibal, repairing furniture	22.50
S. H. Couch Co., telephone apparatus	18 00
Peck & Hills Furniture Co., screens	7.30
H. Rosenbaum Roofing Co., repairing dome on main library; mason work; repairing skylights of Blackstone Branch.	277.32
E. Baggot Co., plumbing	17.00
Standard Oil Co., gasoline	141.80
Valvoline Oil Co., oil	16.93
Beckley-Ralslon Co., automobile accessories	12.21
James Motor Co., automobile spring	10.00
Master Motor Co., repairs	4.25
American Battery Co., rebuilding batteries	16.50
Wayman & Murphy Co., automobile accessories	8.00
Maypole Garage, storing touring car	8.00
Irving Park Livery and Garage, storing automobile	6.00
Bird Sykes Co., one touring car, etc.	1,035.00
H. G. Wilson, Sec'y, cash expenditures Oct., 1916	122.99
	$4,281.61

He, also, presented a list of bills for maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Barr and the President—7.

Nays—None.

Consumers Co., ice and coal	$ 90.77
Commonwealth Edison Co., electric current	25.58
Commonwealth Edison Co., mazda lamps.	22.68
Johnson Service Co., repairing and adjusting heat regulating apparatus	7.85
Inland Electric Co., fuses	1.63
Chicago Telephone Co., service	3.75
	$152.26

Director Healy stated that proposals had been received for a fifty pound bale of sponges and moved that the proposal of James H. Rhodes & Co., lowest bidders, to supply a fifty pound bale of pure Cuba sheep wool sponges at $3.00 per pound be accepted and that the Secretary be authorized to purchase the same.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Barr and the President—7.

Nays—None.

Director Healy stated that the appropriation of $3,000 made for furniture and fixtures for the new Woodlawn Branch was found to be insufficient and moved that an additional $2,000 be appropriated for this purpose.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Barr and the President—7.

Nays—None.

REPORTS.

The Librarian presented the statistical report for the month of October, 1916, which was received and ordered to be published.

The Secretary presented the following:

To the President and Board of Directors,
The Chicago Public Library.

Gentlemen:—On October 31st ult. a fire occurred in the janitor's room in the Public Library building, destroying 200 yards of linen, a basket and doing damage to the woodwork; the estimated loss being $75.00.

I am in receipt this date of checks amounting to $75.00 from the various insurance companies whose policies we hold on the contents of the building, and would respectfully ask that the Secretary be given authority to replace the goods destroyed and repair the damaged woodwork, using the money received from the insurance companies.

Respectfully submitted,
H. G. WILSON,
Secretary.

CHICAGO, Nov. 13, 1916.

Director Healy moved that the report be received and that the Secretary be given authority in accordance with his request.

Carried.

NEW BUSINESS.

Director Barr stated that Mr. Samuel Isenstein, the owner of the building located at No. 3527 W. Twelfth street, had been in the Library building and stated that he would be willing to release the Board from its lease of his store at the above number.

Director Healy moved that the matter be referred to the Committee on Buildings and Grounds.

Carried.

On motion of Director Pokorney, the Board adjourned.

H. G. Wilson
Secretary.

REPORT OF LIBRARIAN FOR OCTOBER, 1916.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of October was 416,121; for the corresponding month of the previous year 359,187. The circulation was from the following sources:

Central Library	65,315
Branches	231,234
Stations	58,710
Traveling Libraries	39,967
Deposits and Miscellaneous	20,895
	416,121

The following is a summary of the books obtained at the Central Library:

Main Collection	26,001
Open Shelf	29,704
Hughes Room	2,634
Music Room	2,426
Information Desk (Teachers and special cards)	3,300
Miscellaneous	684
Books for the Blind	397
Documents	169
	65,315

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,410	198	2,599
Austin	10,438	359	10,797
Austin High	2,872	....	2,872
Bessemer Park	3,596	261	3,857
Blackstone	8,875	409	9,284
Burr School	6,052	145	6,197
Cornell Square	3,473	83	3,556
Davis Square	1,641	109	1,750
Douglas Park	17,834	1,468	19,302
Dvorak Park	3,757	186	3,943
Eckhart Park	5,964	232	6,196
Forestville School	322	18	340
Fuller Park	4,153	281	4 434
Hamilton Park	5,946	333	6,279
Hamlin Park	4,976	140	5,116

Harrison High	4,591	....	4,591
Hebrew Institute	8,414	1,214	9,628
Holstein Park	4,044	123	4,167
Humboldt	12,104	1,279	13,383
Independence Park	3,423	164	3,587
Kelly	14,639	479	15,118
Lewis Institute	12,502	651	13,153
Lincoln Center	6,751	456	7,207
Logan Square	8,412	481	8,893
Mark White Square	3,667	193	3,860
Ogden Park	8,134	269	8,403
Palmer Park	4,101	109	4,210
Pulaski Park	4,000	55	4,055
Scanlan School	2,923	50	2,973
Senn High	4,055	....	4,055
Seward Park	5,054	384	5,438
Sheridan	10,792	335	11,127
Sherman Park	5,129	141	5,270
Stanford Park	5,099	149	5,248
Stanton Park	3,731	133	3,864
Sumner School	4,355	171	4,526
Walker	2,712	77	2,789
West 26th Street	10,293	122	10,415
Total	231,234	11,248	242,482

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	1,311	155	1,466	Longwood	847	..	847
Ashburn	25	..	25	Mayfair	859	..	859
Brighton Park	1,353	..	1,353	Norwood Park	189	..	189
Butler House	2,550	..	2,550	Park Manor	438	138	576
Cheltenham	724	..	724	Ravenswood	1,405	355	1,760
Chicago Lawn	1,780	..	1,780	Rogers Park	3,478	80	3,558
Dauphin Park	1,241	315	1,556	East Rogers Park	1,463	349	1,812
Dunning	1,403	..	1,403	Washing'n Heights	418	..	418
Edgewater	789	216	1,005	West Brighton	1,716	..	1,716
Edison Park	841	..	841	West Englewood	777	..	777
Fernwood	963	..	963	West Pullman	2,456	..	2,456
Gano	1,021	..	1,021	West Ravenswood	1,218	248	1,466
Grand Crossing	2,383	92	2,475	Woodlawn	5,451	1,609	7,060
Gresham	2,314	71	2,385				
Irving Park	554	66	620	Total	39,967	3,694	43,661

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	231,234	11,248	242,482
Traveling Libraries	39,967	3,694	43,661
Business House Deposits	19,356	2,599	21,955
Miscellaneous References	1,539	.....	1,539
Total	292,096	17,541	309,637

Of the 58,710 books supplied through the Stations Department, 11,248 were sent to 35 branches and 47,462 to 71 stations. The books supplied for the same month of the preceding year numbered 61,906 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 16,005.

REFERENCE ROOM.

Number of books issued from stacks.....37,632

Number of recorded visitors.....15,256

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 4,886. Visitors, 1,181.

HUGHES ROOM.

Volumes circulated, 2,634; pictures circulated, 1,875; visits from school classes, 1; recorded visitors, 2,688. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,835. Newspapers, 777. Visitors, 1,621.

CIVICS ROOM.

Magazines issued, 1,693; directories consulted, 2,217; bound documents used, 1,492; books, 845; pamphlets, 11,250. Visitors, 4,664; package libraries circulated, 104.

STUDY ROOM

Volumes consulted, 3,448. Visitors, 4,716.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,910. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 94,529.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 9,461; issued in October of the previous year, 9,359.

Number of juvenile cards issued, 3,144; research cards, 11; vacation cards.... teachers' cards, 222; summer cards..... The number of three-year cards outstanding is 204,499.

BINDERY DEPARTMENT.

Number of books at binderies October 1, 1916	9,058
Number of books sent to binderies in October, 1916	5,965
Total number of books at binderies in October, 1916	15,023
Number of books received from binderies in October, 1916	4,500
Number of books at binderies November 1, 1916	10,523
Number of books repaired in Library in October, 1916	7,147

GROWTH OF THE LIBRARY.

The total number of volumes in the Library November 1, 1916, was 720,976. Received since June 1, 1916, 29,387; since October 1, 1916, 11,359. Books worn out and discarded since June 1, 1916, 8,859; since October 1, 1916, 850. Books lost and paid for since June 1, 1916, 671; since October 1, 1916, 111. Books found and money refunded since June 1, 1916, 60; since October 1, 1916, 13.

HENRY E. LEGLER,
Librarian.

CHICAGO, November 13, 1916.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 27, 1916.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and Barr.

Absent—Director O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 13, 1916, was dispensed with and the records thereof as printed were approved.

UNFINISHED BUSINESS.

The President called up the proposed amendment to paragraph three of Article XVII of the by-laws of the Board, laid over from the last meeting. The amendment is as follows:

Amend the third paragraph of Article XVII so as to read as follows:

Subject to the requirements of the service, attendance record and general efficiency rating, the Librarian shall be authorized, in addition to Saturday half-holidays, or equivalent time off from May 1 to October 1 of each year, to excuse absence as follows:

Death in immediate family, not exceeding three days; half-holidays from October 1 to May 1, two half-days monthly.

Director Barr moved the adoption of the amendment.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—It has been customary to order books bi-monthly following the regular meetings of the Board. Now that the Board is in a position to purchase books in larger quantities to meet the multiplied demands from all over the city it has become apparent that a modification of this plan, by distributing the purchases so as to send in orders more frequently, will serve to expedite the receipt of new volumes and the more systematic handling of them by the various departments of the library through which they must pass before going on the shelves. It is hereby recommended that the Committee on Library submit at the final meeting of the Board in each month an estimate of the amount required for the ensuing monthly period and that this sum be appropriated as the limit within which the Committee on Library shall make up its orders; that thereupon, subject to such limitation, lists recommended by the Librarian and approved by the Committee shall be sent in as orders to the firm holding the contract for supplying current books and a complete schedule of such lists to be reported to the Board by the Committee at the next ensuing meeting.

Your Committee finds that the provisions of the By-Laws with reference to the purchase of books will permit this method of procedure and recommends that the above plan be approved by the Board.

Your Committee herewith presents a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 403 vols., $464.00.

Books of poetry, 66 vols., $65.00.

Books for Civics Department, 12 vols., $9.00.

Books for Thomas Hughes Room, 82 vols., $72.00.

Books to be replaced, 273 vols., $236.00.

Spanish and Portuguese books for Main Library and Deposit, 645 vols., $645 00.

Spanish books to be replaced, 30 vols., $30.00.

Miscellaneous books, 297 vols., $297.00 (Regular fund); 34 vols., $115.00 (Beecher fund).

Books for branches, 655 vols., $597.00.

Juvenile books for Scanlan, Hardin, Forestville and Morse Schools, 1,657 vols., $1,325.00.

Juvenile books for Morse School Branch, 1,210 vols., $968.00.

Current fiction for Deposit collection, 651 vols., $603.00.

Extra copies of juvenile books for School Deposit, 2,423 vols., $1,750.00.

Books for Kelly Branch, 86 vols., $81.00 (Kelly fund).

Regular fund:	8,404 vols.,	$7,061.00
Beecher fund:	34 vols.,	115.00
Kelly fund:	86 vols.,	81.00
Total:	8,524 vols.,	$7,257.00

It is further recommended that the sum of $270.00 be appropriated for the printing and binding of one thousand copies of the Fiction List, the original edition having been exhausted.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Nov. 27, 1916.

Director Pokorney moved that, in accordance with the provisions of the foregoing report to expedite book purchases, the Library Committee be authorized to order books during the coming month to the extent of twenty thousand dollars.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—At the last meeting of the Board there was referred to your Committee on Administration a communication from the Painters' Council relative to the employment of wood-finishers and painters in this Library. Your Committee has given a hearing to the representatives of this organization and has gone over the entire matter as it affects the repair and other work in the Library and recommends that, instead of employing a permanent member of the force either from the list of wood-finishers or painters, authority be given to send requisition to the Civil Service Commission for painters as they may be needed and for the periods required, paying for such work the prevailing rate of wages.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
Committee on Administration.

CHICAGO, Nov. 27, 1916.

He, also, presented the following report and moved its adoption.

Carried

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Inasmuch as Christmas falls on Monday this year and it has been customary to close the branch libraries on Christmas Eve, it is recommended by your Committee on Administration that the closing of such branches on Sunday, December 24, be and the same is hereby authorized.

Your Committee has received the following resignations and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Page: Harry Blummer, November 12.

Junior library assistant: Adeline Neiman, November 25.

Your Committee further recommends that leave of absence be granted as follows:

Florence L. Berg, senior library assistant, January 1, 1917, for a period of two weeks without pay.

Daisy Furchgott, junior library assistant, December 1, 1916, to June 1, 1917, without pay.

James Berardo, page, November 6, 1916, for one week with reimbursement of salary, said absence being in excess of the vacation offset provided by the rules of the Board.

Agnes Cronin, janitress, extension for three months from November 15, 1916, without pay.

Charles Jackson, elevator operator, extension for one month from November 26, 1916, without pay.

Mary Ryan, senior library assistant, October 26, 1916, for one month without pay.

Ellsworth Jones, elevator operator, November 25 to 27, 1916, inclusive, on account of death in immediate family.

Francis Ryan, page, October 26, 1916, for three months without pay.

Florence A. Royer, junior library assistant, three and one-half days, November 21 to 24, 1916, inclusive, without deduction of salary, on account of illness.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
Committee on Administration.

CHICAGO, Nov. 27, 1916.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following schedule of bills, payments on contracts for the new Woodlawn

Branch, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

Thorgensen & Ericksen, first payment on contract for carpenter work, Woodlawn Branch	$1,400 00
T. C. Diener & Co., final payment for cut stone work, Woodlawn Branch	750.00
	$2,150.00

Director Healy presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds begs leave to submit the following recommendations:

That the Secretary be authorized to expend a sum not exceeding $250.00 for fitting up the ladies' retiring room on the first floor of the building.

That the Secretary be authorized to purchase five dozen chairs for use in the Library building at a cost not exceeding $155.00.

All of which is respectfully submitted,

JAMES J. HEALY,
CHAS. C. BREYER,
ALFRED E. BARR,

Committee on Buildings and Grounds.

Nov. 27, 1916.

SPECIAL COMMITTEES.

Director Barr, Chairman of the Special Committee on Library Sites in Parks, reported informally, that he, together with the Librarian and Secretary, had appeared before the South Park Commission and had received a very cordial reception; that the Commission has adopted a resolution signifying its willingness to co-operate with the Library Board in all matters within their power.

REPORTS.

The Librarian reported verbally on the following matters:

Recommendation from W. A. Purer, Chief of the Stations Division, that the method of compensation for delivery station keepers be changed from one cent per issue to one-half cent for each book circulated and one-half cent for each book returned from the station.

Referred to the Committee on Library.

Enforcement of Council requirement for a ten per cent saving in the amount included in the 1916 budget for the Municipal Reference Library.

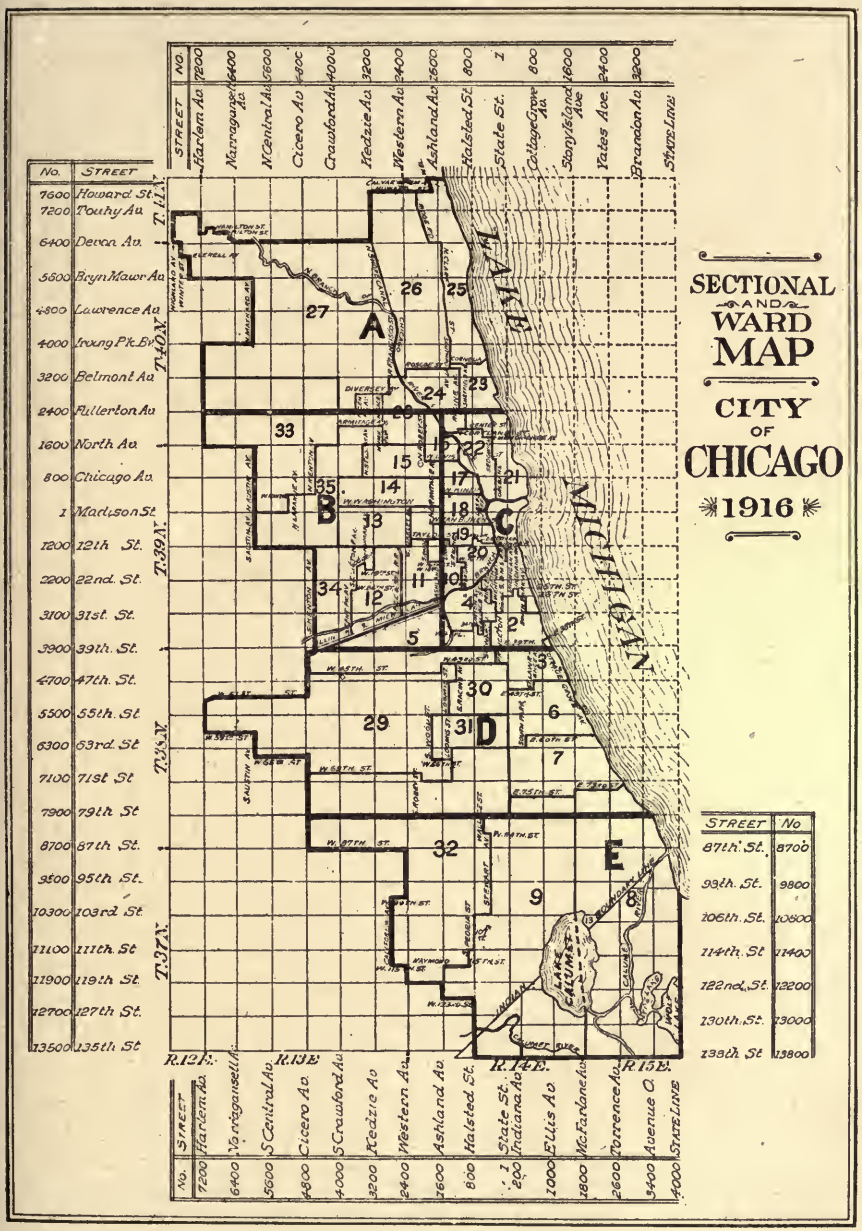
Referred to the Committee on Administration with power to act.

Report from Mrs. Gertrude Howe Britton, Head of the County Bureau of Social Service, relative to the use of the Good Hope Library, furnished for the use of the boys in the County Jail, showing the number of times each book was read by each of the boys and including the following comment from Mrs. Britton:

"This little branch library serves a real need, and any effort which we may put forth in getting good books to these unfortunate boys is very well worth while."

Report from Miss Pearl I. Field, Chief of the Circulation Department, giving the following figures relative to the cost and use of the Main Library Rental Collection since its inception:

Total number of books received, 2,210;


SECTIONAL AND WARD MAP
CITY OF CHICAGO
1916
No. STREET
7600 Howard St.
7200 Touhy Av.
6400 Devon Av.
5600 Bryn Mawr Av.
4800 Lawrence Av.
4000 Irving Pk. Bv.
3200 Belmont Av.
2400 Fullerton Av.
1600 North Av.
800 Chicago Av.
1 Madison St.
1200 12th St.
2200 22nd. St.
3100 31st. St.
3900 39th. St.
4700 47th. St.
5500 55th. St.
6300 63rd. St.
7100 71st St.
7900 79th St.
8700 87th St.
9500 95th St.
10300 103rd St.
11100 111th St.
11900 119th St.
12700 127th St.
13500 135th St.
STREET No.
Harlem Av. 7200
Narragansett Av. 6400
N. Central Av. 5600
Cicero Av. 4800
Crawford Av. 4000
Kedzie Av. 3200
Western Av. 2400
Ashland Av. 1600
Halsted St. 800
State St. 1
Cottage Grove Av. 800
Stony Island Ave. 1600
Yates Ave. 2400
Brandon Av. 3200
STATE LINE
T.41N.
T.40N.
T.39N.
T.38N.
T.37N.
R.12E.
R.13E.
R.14E.
R.15E.
LAKE MICHIGAN
LAKE CALUMET
STREET No.
87th St. 8700
93th St. 9800
106th St. 10600
114th St. 11400
122nd St. 12200
130th St. 13000
138th St. 13800
STREET No.
Harlem Av. 7200
Narragansett Av. 6400
S. Central Av. 5600
Cicero Av. 4800
S. Crawford Av. 4000
Kedzie Av. 3200
Western Av. 2400
Ashland Av. 1600
Halsted St. 800
State St. 1
Indiana Av. 200
Ellis Av. 1000
McFarlane Av. 1800
Torrence Av. 2600
Avenue O. 3400
STATE LINE 4000

Cost of same, $2,270.11;

Amount collected from rentals, $2,281.10;

Number of volumes returned to the free shelves in this collection, 1,533;

Cards issued, 3,839.

The Librarian also reported that, owing to the extremely cold temperature in the temporary quarters of the Woodlawn Branch, it had been necessary during the past week to close these quarters for several days, but that steps had now been taken to provide additional heating facilities for the place.

NEW BUSINESS.

Director Healy presented the following resolution:

Resolved, That a bronze tablet be erected in the Woodlawn Branch Library Building, the text thereof to read as follows:

The Woodlawn Branch
of the
Chicago Public Library
Erected 1916
The first branch library built with funds derived from the annual library appropriation.
Board of Directors
Dr. Max Henius, President
Charles C. Breyer, Vice-President
Antonio Lagorio Frank J. Pokorney
Philip M. Ksycki T. Frank O'Connell
James J. Healy Oscar G. Mayer
Alfred E. Barr
Harry G. Wilson, Secretary. Henry E. Legler, Librarian.

Director Healy moved the adoption of the resolution, and that the matter of installing a tablet, at an expense of not to exceed $300.00, be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

The President presented the following message with the appended resolutions.

To the Board of Directors of the Chicago Public Library.

Gentlemen:—Following out the recommendations of the Librarian submitted from time to time and the program of future development adopted by the Board in December of last year, it would seem advisable at this time to put into effect the initial steps in the large program of extension and reorganization contemplated by this Board. In his Annual Report for 1912 the Librarian made the following suggestions:

"It is evident that in planning for the future, the extension of work in the branches must be considered in relation with the delivery station system, and in a lesser measure, the activities at the Central building are also interwoven. Up to three years ago, seventy-five per cent of the total circulation of books was effected through the delivery stations, and the circulation through the one branch library then maintained was almost negligible. The twenty-three branches opened since then have produced practically the entire gain for the annual periods, the total branch circulation for the past year reaching a total of 1,063,740. Gratifying as is this record, and rapid as, unquestionably, the progress in the development of the branch service has been, it is to be regretted that the extension could not be carried out pursuant to a carefully mapped plan based on population, well-defined districts, and other factors which should control. Instead, perforce, the branches have been located as opportunity offered in buildings where quarters could be secured, serving for the time at least the needs of the contiguous neighborhoods. This has resulted in uneven placing of agencies, with

consequent difficulties of administration. Thus, in certain sections of the city, intensive and splendid work is carried on, while in other sections large areas are wholly untouched by library influences. Only by the erection of branch libraries placed with due regard to logical distribution can this situation be remedied.

"When the time arrives that related groups of buildings for library use can be placed in the natural geographical divisions of the city, it will be possible to change the methods of Stations delivery in the interest of maximum efficiency and economy. For each group of buildings a central branch building with sufficient stack capacity to serve as a reservoir for the Stations demands of the particular district can be so located as to permit the division of the automobile delivery service now focused at the main building. This will obviate the necessity for the long runs now required to serve an area of nearly 200 square miles, with north and south limits distant twenty-six miles from each other. These central buildings can be equipped fully with reference material which it would be inadvisable to duplicate in the smaller surrounding branch libraries, but which would be available for their use upon call. It is recognized that the Stations delivery system, serving the recreative demands of patrons and without resources for the educative side of the work, is but a makeshift at best. There are serious disadvantages in the conduct of this service, but until a sufficient number of branches can be provided,—and it does not seem likely that this consummation will be realized for many years to come—most of the stations must be retained and those displaced succeeded by new stations elsewhere. When the stage is reached that every section of the city finds ample provision within reasonable distances, the Stations delivery will prove useful for supplementing from the Main building the permanent collections in the branches."

Since the above report was written many new branches have been established in different sections of the city and the annual branch circulation has increased from the number noted above to 2,600,000, or two and one-half times what it was four years ago. On the other hand, there has been a gradual decrease in the circulation of books through the Stations Department, and an extraordinary increase in the circulation of books through the Deposits and Traveling Libraries. All the statistics point with marked emphasis to the desirability of putting into effect the plan of reorganization at as early a date as possible, in order to expand the service, economize effort and relative expense and to give increased efficiency to the work in all its phases.

Responding to the request from the undersigned for a definite mapping of the city along the proposed lines of reorganization, the Librarian and the Chief of the Branches Division have worked out a plan whereby five regional branches would serve as the main reservoirs of books for the five districts indicated. The boundaries for two of these districts would enable the use of the Main Library building and the Hiram Kelly Branch building as two of the regional centers, leaving but three buildings to be erected for this purpose. The approximate location suggested for these are Ravenswood, Madison St. and Crawford Ave. and 92d St. and McFarlane Ave. Each of these, of course, would have its auxiliary branches placed where they would be most needed in a progressive program covering a period of years. Some alterations would have to be made at the Hiram Kelly Branch to house the new activities, aud the other three regional branches would have to be planned with direct reference to the new purposes contemplated. The auxiliary branches could profitably be planned as to space and general design on the model of the new Woodlawn Branch now nearing completion.

The regional centers would, in conformity with this plan, serve the following districts:

(a)—All territory north of Fullerton Avenue.

(b)—All territory north of 39th Street and west of Ashland Avenue.

(c)—All territory north of 39th Street and east of Ashland Avenue.

(d)—All territory south of 39th Street and north of 79th Street.

(e)—All territory south of 79th Street.

It is further suggested that the first of the regional branches to be erected should be one for the west side. Each of these branches would cost from $60,000 to $70,000, or a total of $200,000, to complete the group of five required for the entire city. If the City Council would include in next spring's referendum a bond issue of half a million dollars, and the issuance thereof were duly approved by the voters, this program could be carried out at once, and a sufficient amount would remain for the erection of not less than ten auxiliary branches in various parts of the city. It would seem advisable, were this program made possible, to displace the branches now in rented quarters with new buildings of the auxiliary type heretofore mentioned. These are the most active branches we have but are unsuitable as to quarters in many respects. If branch buildings could be erected to take the place of the rented quarters now occupied by the Humboldt, Douglas, West 26th Street, Logan Square, Sheridan and Austin Branches, an annual saving of $10,000 in the matter of rent would be effected, more than sufficient to balance the extra costs involved in caring for the proposed buildings. Immediate steps should be taken to acquire sites, even though it may not be possible to erect buildings at once.

The erection of the regional branches involves the attachment to each of them of one of the automobile trucks now directed from the main building. There would be no additional expense and the service would be more than doubled, as the long trips which are now required would be so shortened as to give from fifty to seventy-five per cent. more service to all the districts of the city, including the central or loop district. As rapidly as possible deposit stations would be established to replace the delivery stations, thus giving greater satisfaction to the local communities, especially in the outlying sections of the city. The central collections in the regional branches would be drawn upon as sources of supply, while the Main Library would still serve with its special collection as a supplementary source for research students and others desiring to use material not available in the local centers.

In reviewing the situation as it now faces the Board the fact must be borne in mind that a continuation of the old policy cannot be maintained much longer without reaching again the limit of further extension and leaving unsupplied many large sections of the city which are demanding and are entitled to service. By carrying to completion the plan of reorganization indicated, the same amount of money will immensely improve the service and make possible such distribution of the Library's resources as will satisfy the reasonable expectations of all sections of the city. At the same time, the plan is so elastic that any changes of population in any particular locality, or the acquirement of additional territory within the corporate limits, will not interfere with its development along logical, systematic and economical lines.

Respectfully submitted,

MAX HENIUS,
President.

Resolved, That the plan of reorganization outlined by the President in the accompanying communication, supplementing the program adopted by the Board December 13, 1915, be and the same is hereby adopted, the details thereof to be

worked out by committees to whom the several features of the plan may be referred from time to time.

Resolved, That the Committee on Buildings and Grounds be and they are hereby requested to formulate a working program for architects for standardized branch building of the regional type which will comprise facilities for general book storage of not less than fifty thousand volumes, in addition to the local supply, and include garage for housing automobile truck used in deliveries for the district.

Resolved, That the Committee on Library be and they are hereby requested to devise at as early a date as is practicable such re-organization of outside agencies as will lead to an early replacement of delivery stations with suitable deposit stations.

Resolved, That the Committee on Administration be and they are hereby requested to take up with the City Council and other authorities concerned, the inclusion in the ballot to be submitted next spring to the voters of a bond issue for five hundred thousand dollars for the proposed acquirement of sites and the erection of regional and auxiliary branch buildings contemplated in the plan of re-organization approved by this Board.

Director Barr moved the adoption of the resolutions.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

Director Healy moved that the Board extend a vote of thanks to the President, Director Henius, for his able and comprehensive outline of work for the extension of library service.

Carried.

The Vice-President putting the question.

On motion of Director Healy, the Board adjourned.

A. R. Wilson

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 11, 1916.

OFFICIAL RECORD.

There were present the Vice-President, Director Breyer, in the chair, and Directors Lagorio, Healy, Pokorney, Mayer and Barr.

Absent—Directors Henius, Ksycki and O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 27, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

A telegram was received from the President, Director Henius, from San Francisco, regretting his inability to attend the meeting of the Board.

Received and placed on file.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Lagorio, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library:

Gentlemen:—Your Committee on Library herewith submits a schedule of book lists recommended by the Librarian, duly approved by us and recommended for purchase:

Current American books, 670 vols., $664.00.

Books to be replaced, 1,318 vols., $1,103.00.

Books to be paid for from Ryder fund, 5 vols., $67.00.

Miscellaneous books, 108 vols., 10 pamphlets, $188.00 (Regular fund); 1 vol., $1.00 (Kelly fund).

Books for branches, 6,683 vols., $4,552.00.

Fiction for Scanlon, Hardin, Forestville and Morse Branches, 835 vols., $631.00.

Juvenile books for Blackstone Branch, 99 vols., $81.00,

Books for Woodlawn Branch Library, 2,382 vols., $2,216.00.

Books for Deposit Collection, 2,715 vols., $2,952.00.

Books for Kelly Branch, 173 vols., $192.00 (Kelly fund).

Picture collection, $46.00.

Fiction for Main Library and branches for Rental Collection, 127 vols., $125.00.

Regular fund:	14,810 vols.), 10 pamphlets)	$12,433 00
Ryder fund:	5 vols.,	67.00
Kelly fund:	174 vols.,	193.00
Rental Collection:	127 vols.,	125.00
Total:	15,126 vols.), 10 pamphlets)	$12,818.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $55.58, be paid from the incidental fund.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Dec. 11, 1916.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

A. C. McClurg & Co., books	$ 19.28
Marshall Field & Co., books	9,846.30
Chicago Directory Co., books	150.00
A. L. A. Publishing Board, books	101.25
James William Bryan Press, books	33.75
Callaghan & Co., books	29.00
C. V. Ritter, books	19.60
Longmans, Green & Co., pictures and plates	14.85
R. L. Polk & Co., books	12.00
A. Flanagan Co., books	10.00
Thomas Publishing Co., books	10.00
Arthur H. Clark Co., books	9.00
Buffalo Historical Society, books	7.23
La Salle Extension University, books	6.00
A. Kroch & Co., subscription	5.85
Benziger Bros., books	5 63
New York Botanical Garden, subscription	10.00
Mentor Association, subscription	8.70
Brabandt & Valters Book Binding Co., binding	628.96
Geo. E. Koehler & Son, binding	552 72
Northwestern Bindery, binding	539.04
Joseph Flucke & Son, binding	244.15
John Seybold, gold marking	138.01
Burgmeier Book Bindery, binding	111.20
Kirk's Ink Co., paste	11.36
Tucker-Kenworthy Co., printing	127.40
Max Stern's Sons, printing	188.25
Cameron, Amberg & Co., making vouchers, etc	54.25
James Watson & Co., printing	51.50
Schulkins & Co., printing	7.50
Dwight Bros. Paper Co., paper	75.25
Bradner Smith & Co., paper	126.91
J. W. Butler Paper Co., paper	13.00
Library Bureau, cards and pencil date holders	118.25
Geo. E. Cole & Co., stationery	24.10
Rockwell-Barnes Co., folders	23.75
Universal Stamp and Stencil Works, ink pads and rubber stamps	12.70
Hollis & Duncan, paper	11.25
Tablet and Ticket Co., gummed letters	6.45
Eugene Dietzgen Co., blueprints	6.01
Marshall Field & Co., waste-paper baskets	14.40
H. G. Wilson, Sec'y, cash expenditures for Nov., 1916	294.54
	$13,679.39

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Lagorio, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$287.80
Callaghan & Co., books	6.50
Northwestern Bindery, binding	30.78
Brabandt & Valters Book Binding Co., binding	28.25
Joseph Flucke & Son, binding	7.96
Geo. E. Koehler & Son, binding	6.30
	$367.59

Bill to be paid from Beecher Fund Income Account.

Clayton F. Summy Co., music books	$114.90

Rental Collection.

Marshall Field & Co., books	$198.42

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that leaves of absence be granted as follows:

Marguerite Hollingsworth, book repairer, one month from November 10.

Mary Ryan, senior library assistant, one month from October 26, on half-pay.

Respectfully submitted,

OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Dec. 11, 1916.

He, also, presented the list of vacancies and appointments for November, 1916, which was received and ordered published.

The following is the list:

Neva Bath, junior library assistant, appointed temp. November 27, $420 per year

Harry Blummer, page, resigned November 12.

William Bridges, janitor, separated November 13; appointed temp. November 22, $840 per year.

George Christly, page, appointed temp. November 7, $300 per year.

Lawrence Cullnan, page, separated November 23.

Michael DeFriere, page, appointed temp. November 28, $300 per year.

Anna Descamps, junior library assistant, appointed temp. November 23, $420 per year.

John Dougherty, page, separated November 15.

Michael Doyle, page, appointed temp. November 15, $300 per year.

Melville Eaton, page, resigned November 9.

Leland Edwards, page, appointed temp. November 3, $300 per year; separated November 3.

Victor Finkelstein, page, resigned November 4.

Sydney Gloppe, page, appointed temp. November 16, $300 per year.

Maurice Goebel, page, appointed temp. November 28, $300 per year.

Alfred Granbold, page, appointed temp. November 27, $300 per year.

Mildred Hamann, page, appointed temp. November 13, $300 per year.

Richard Harrington, page, separated November 3.

Vivian Jacobs, janitor, reinstated November 15, $840 per year.

Byril Jorgensen, junior library assistant, appointed temp. November 29, $420 per year.

James Keith, page, appointed temp. November 6, $300 per year.

Norah Keyes, book repairer, separated November 5.

Frank Kiesler, page, separated November 6.

Abraham Klinger, page, separated November 5.

Vaclav Kosner, senior library assistant, appointed temp. November 6, $720 per year.

Ada Lanquist, senior library assistant, appointed principal library assistant November 2, $1020 per year (Promotional).

Patrick Levins, page, appointed temp. November 6, $300 per year.

Florence McKenzie, janitress, appointed temp. October 26, $720 per year; separated November 2.

Thomas Murray, page, separated November 8.

Adeline Neiman, junior library assistant, resigned November 25.

Frieda Newman, page, appointed temp. November 6, $300 per year.

Frank Prochaska, elevator operator, appointed temp. November 7, $900 per year; separated November 7; appointed temp. November 26, $900 per year.

Otto Refke, page, separated by death November 23.

Fanny Sattinger, junior library assistant, separated November 5.

Kelsey Stone, janitor, reinstated November 13, $840 per year.

Alexander Tannenbaum, page, appointed temp. November 22, $300 per year.

Donald Vernon, page, appointed temp. November 7, $300 per year.

Raphael Ulveling, page, appointed temp. November 7, $300 per year; separated November 7; appointed civil service November 8, $300 per year.

Laura Wahl, junior library assistant, appointed temp. November 28, $420 per year.

Mrs. Katherine S. Wright, book repairer, appointed temp. November 6, $420 per year.

Martha Yonan, junior library assistant, appointed temp. November 9, $420 per year.

Harry Zaretsky, page, appointed temp. November 28, $300 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (Richard Dusil, Pres.), rent, 26th St. Branch	75.00
Ackley Bros., rent, Woodlawn Branch	35.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric current	155.90
Consumers Co., coal	107.25
Chicago Telephone Co., telephone service	79.76
Sanitary Office Towel Co., laundering towels	44.11
Individual Towel & Cabinet Service Co., clean towel supply	10.00
Haegele Ice Co., ice	15.91
Buchanan Bros., sprinkling streets, main library	15.00
City Collector, indentification tickets and street car book	4.15
Pottinger-Flynn Coal Co., coal	1,028.12
Krehbiel Co., coal analysis	25.00
Dearborn Chemical Co., oil	83.94
D. J. Gallagher Mfg. Co., waste and wipers	21.46
Henry Kleine & Co., leather	7.78
Crandall Packing Co., packing	6.84
Citizens Street Cleaning Bureau, removing cinders	22.20
Commonwealth Edison Co., mazda lamps	102.06
Moran & Hastings Mfg. Co., chain pendants	37.50
Inland Electric Co., electrical supplies	6.78
James H. Rhodes & Co., sponges	164 41
James S. Kirk & Co., soft soap	56.98
Bullard & Gormley Co., hardware	50.34
Remien & Kuhnert Co., janitor supplies	28 19
Cudahy Packing Co., soap powder	9.60
John D. Cory, insurance on touring car	36.00
Peck & Hills Furniture Co., furniture	37.50
Peerless Electric Co., installing electric fixtures at branch	32.00
Peerless Light Co., fixtures and pendant switches	24.60
Wendnagel & Co., 1st payment structural steel, Woodlawn Branch	1,400.00
Wm. Vallas, 1st payment composition roof, Woodlawn Branch	233.00
Chas. Culbranson, repairing air washer, etc	33.85
Johnson Service Co., adjusting heat regulating apparatus, Blackstone	9.57
H. Rosenbaum Roofing Co., tuck pointing on Blackstone	32.40
Tyler & Hippach, lights	9.44
Thomas B. Williams, setting glass in Lewis Institute Branch	8.20
Standard Oil Co., gasoline	202.94
Valvoline Oil Co., oil	16.40
New York Lubricating Oil Co., oil	9 30
W. P. Collins & Co., grease	9.00
American Battery Co., storage batteries	27.00
Chicago Auto Equipment Co., automobile accessories	24.11
A. A. & M. B. Stevens Co., automobile accessories	20.00
Samuel Harris & Co., machinists supplies	16.17
Beckley-Ralston Co., automobile accessories	3.65
Maypole Garage, storing touring car	12.83
Irving Park Livery and Garage, storing car	6.00
Henry Landgraf, hanging delivery station signs	31.50
James Motor Co., spring	8.00
H. G. Wilson, Sec'y, cash expenditures, November, 1916	52.81
	$5,257.05

He, also, presented a list of bills for maintenance of Kelly Branch and moved that the bills be ordered paid from the Kelly Branch Fund.

Carried.

Yeas—Directors Lagorio, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Bills for maintenance of Kelly Branch to be paid from Kelly Branch Fund.

Consumers Co., coal	$ 97.39
Commonwealth Edison Co., current	29.15
Chicago Telephone Co., telephone	3.75
Hocking & Penhallegon, paint	2.15
H. Rosenbaum Roofing Co., material and labor tuck-pointing	50 70
	$183.14

SPECIAL COMMITTEES.

Director Breyer reported, informally, that he together with the Librarian and Secretary had appeared before the West Park Commission in the matter of the proposed sites in public parks, and that the Commission, after favorable comment, had referred the questiou to its attorney.

REPORTS.

The Librarian presented his statistical report for the month of November, 1916, which was received and ordered published.

He, also, stated on account of lack of help in the Order Department that it was impossible to accession and put into general circulation the great number of books which are being received at the present time, and recommended that additional help be procured or provisions be made for overtime work by the staff in that department.

Director Mayer moved that the question be referred to the Committee on Administration with power to act.

Carried.

On motion of Director Healy, the Board adjourned.

H. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR NOVEMBER, 1916.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of November was 482,503; for the corresponding month of the previous year 407,641. The circulation was from the following sources:

Central Library	76,073
Branches	275,506
Stations	66,540
Traveling Libraries	42,632
Deposits and Miscellaneous	21,752
	482,503

The following is a summary of the books obtained at the Central Library:

Main Collection	32,805
Open Shelf	33,285
Hughes Room	3,411

Music Room	2,623
Information Desk (Teachers and special cards)	2,779
Miscellaneous	657
Books for the Blind	399
Documents	114
	76,073

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,973	259	3,232
Austin	11,606	404	12,010
Austin High	3,273	....	3,273
Bessemer Park	4,161	348	4,509
Blackstone	9,881	514	10,395
Burr School	7,312	129	7,441
Cornell Square	4,311	91	4,402
Davis Square	2,275	107	2,382
Douglas Park	19,937	1,919	21,856
Dvorak Park	4,197	147	4,344
Eckhart Park	6,999	283	7,282
Forestville School	1,528	244	1,772
Fuller Park	4,707	328	5,035
Hamilton Park	7,127	352	7,479
Hamlin Park	5,602	175	5,777
Harrison High	4,674	....	4,674
Hebrew Institute	10,188	1,265	11,453
Holstein Park	5,255	303	5,558
Humboldt	14,063	1,456	15,519
Independence Park	4,124	212	4,336
Kelly	17,179	511	17,690
Lewis Institute	15,560	932	16,492
Lincoln Center	8,238	444	8,682
Logan Square	10,108	552	10,660
Mark White Square	4,315	188	4,503
Ogden Park	9,657	370	10,027
Palmer Park	4,504	170	4,674
Pulaski Park	4,535	67	4,602
Scanlan School	5,079	55	5,134
Senn High	6,228	...	6,228

Seward Park	5,610	523	6,133
Sheridan	12,230	451	12,681
Sherman Park	6,343	213	6,556
Stanford Park	6,345	186	6,531
Stanton Park	4,343	124	4,467
Sumner School	5,072	139	5,211
Walker	3,204	101	3,305
West 26th Street	12,763	182	12,945
Total	275,506	13,744	289,250

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	1,546	216	1,762	Mayfair	932	..	932
Ashburn	41	..	41	Norwood Park	208	..	208
Brighton Park	1,411	..	1,411	Park Manor	599	543	1,142
Butler House	2,633	.	2,633	Ravenswood	1,456	400	1,856
Cheltenham	741	17	758	Rogers Park	3,902	87	3,989
Chicago Lawn	1,853	..	1,853	East Rogers Park	1,454	439	1,893
Dauphin Park	1,654	297	1,951	South Shore	40	..	40
Dunning	1,492	..	1,492	Washing'n Heights	481	..	481
Edgewater	810	222	1,032	West Brighton	1,840	..	1,840
Edison Park	930	..	930	West Englewood	893	..	893
Fernwood	899	..	899	West Pullman	2,391	..	2,391
Gano	959	..	959	West Ravenswood	1,441	280	1,721
Grand Crossing	2,377	87	2,464	Woodlawn	5,634	1,815	7,449
Gresham	2,482	55	2,537				
Irving Park	515	75	590	Total	42,632	4,533	47,165
Longwood	1,018	..	1,018				

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	275,506	13,744	289,250
Traveling Libraries	42,632	4,533	47,165
Business House Deposits	20,464	2,567	23,031
Miscellaneous References	1,288	.....	1,288
Total	339,890	20,844	360,734

Of the 66,540 books supplied through the Stations Department, 13,744 were sent to 35 branches and 52,796 to 72 stations. The books supplied for the same month of the preceding year numbered 67,204 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 19,300.

REFERENCE ROOM.

Number of books issued from stacks..... 39,424
Number of recorded visitors..... 16,197

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 4,627. Visitors, 1,074.

HUGHES ROOM.

Volumes circulated, 3,411; pictures circulated, 2,729; visits from school classes, 2; recorded visitors, 2,764. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,825. Newspapers, 962. Visitors, 1,636.

CIVICS ROOM.

Magazines issued, 1,688; directories consulted, 2,408; bound documents used, 1,644; books, 1,022; pamphlets, 10,680. Visitors, 5,186; package libraries circulated, 193.

STUDY ROOM

Volumes consulted, 3,790. Visitors, 4,200.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,488. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 100,626.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 9,009; issued in November of the previous year, 9,053.

Number of juvenile cards issued, 2,785; research cards, 5; vacation cards..... teachers' cards, 121; summer cards..... The number of three-year cards outstanding is 206,569.

BINDERY DEPARTMENT.

Number of books at binderies November 1, 1916..... 10,523
Number of books sent to binderies in November, 1916..... 4,633
Total number of books at binderies in November, 1916..... 15,156
Number of books received from binderies in November, 1916..... 5,028
Number of books at binderies December 1, 1916..... 10,128
Number of books repaired in Library in November, 1916..... 4,440

GROWTH OF THE LIBRARY.

The total number of volumes in the Library December 1, 1916, was 729,763. Received since June 1, 1916, 40,260; since November 1, 1916, 10,873. Books worn out and discarded since June 1, 1916, 10,859; since November 1, 1916, 2,000. Books lost and paid for since June 1, 1916, 776; since November 1, 1916, 105. Books found and money refunded since June 1, 1916, 79; since November 1, 1916, 19.

HENRY E. LEGLER,
Librarian.

CHICAGO, December 11, 1916.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 25, 1916.

OFFICIAL RECORD.

No quorum appearing, the Board adjourned to meet on Wednesday, December 27, 1916, at five o'clock p. m.

H. L. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, WEDNESDAY, DECEMBER 27, 1916.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Healy, Mayer and Barr.

Absent—Directors Ksycki, Pokorney and O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held December 11, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From The Library Company of Philadelphia, which was received and ordered placed on file.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Barr presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Healy, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—It will be recalled that when the contracts for binding books were up for consideration in July last, three of the bidders limited the tenure of their offers to January 1, 1917, subject to a month's notice. These three bidders have all formally filed notification discontinuing their present contracts owing to the heavy increase in cost of materials required for rebinding. The leather market has been in a disordered condition for some time past, and your Committee on Library has had some difficulty in securing definite proposals covering the period ensuing until the next annual contracts are let in July. The Burgmeier Book Bindery, which has bound the United States and other patents of the library for many years, George E. Koehler & Son and Joseph Flucke & Son, who have likewise held Library contracts for binding the ordinary run of books for many years past, are the three firms which have terminated their contracts on the present basis, and the Northwestern Book Bindery and Brabandt & Valters, whose offers were not limited to the period above specified, have declined to take on additional orders at present prices, other than those strictly called for by their contracts. Your Committee has secured proposals from all these bidders, filing new schedules varying from old prices, according to size and material used, from one to five cents per volume. If the lowest figures thus obtainable are accepted, it is estimated by the head of the Bindery Department that the total increase in the cost for books to be bound by Flucke & Son and Koehler & Son, about thirteen thousand volumes, will make a difference of $651. Those which would ordinarily be given to the Burgmeier Book Bindery, including newspapers, will amount to about $200. Your Committee recommends that arrangements be made with the binders above mentioned, in accordance with the new schedules filed by them, for a maximum of twenty-two hundred volumes per month, the Library retaining the privilege of canceling contracts upon giving thirty days notice.

It is further recommended that the sum of $25,000 be, and the same is hereby appropriated for book purchases to be made during the month of January, including the Main Library, the branches, deposits and schools.

Respectfully submitted,
A. Lagorio,
Alfred E. Barr,
Committee on Library.

Chicago, Dec. 27, 1916.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Lagorio presented the following report and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Healy, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends the adoption of the following estimates for the tax levy of 1917:

For library purposes and all expense of operation and maintenance of the Chicago Public Library and its branches	$1,100,000.00
Estimated loss and costs	35,000.00
Total from tax levy	$1,135,000.00
Miscellaneous receipts	5,000.00
	$1,140,000.00
From bond issue for branch library sites and buildings contingent on referendum vote	500,000.00
	$1,640,000.00

Your Committee recommends that the Secretary be instructed to forward the

above estimates to the proper city officials at the earliest possible moment.

Respectfully submitted,

OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Dec. 27, 1916.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Healy, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Dorothy Brown, junior library assistant, December 25.

John Clarke, coal-passer, January 1.

Your Committee recommends granting one month's leave of absence to Lillian Kennedy, junior library assistant, without pay.

It is further recommended that Sheridan Branch be placed in the Fourth Grade and that the salary of the Librarian be fixed accordingly, dating from January 25, 1917.

Respectfully submitted,

OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Dec. 27, 1916.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Breyer, Lagorio, Healy, Mayer, Barr and the President—6.

Nays—None.

S. N. Nielsen, first payment mason work, Woodlawn Branch	$4,000.00
Barrett & McCall, first payment plumbing and sewer work, Woodlawn Branch	600.00
	$4,600.00

Director Healy also stated that there was great difficulty in properly heating the Humboldt and Douglas Park Branches, and moved that the matter of heating and ventilating these branches be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas—Directors Breyer, Lagorio, Healy, Mayer, Barr and the President—6.

Nays—None.

REPORTS.

The Librarian presented a communication, which was received and ordered spread upon the records.

The following is the communication;

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—For nearly three years past Mr. John Toman has been on leave of absence to permit him to pay his entire attention to the duties of Alderman representing the Thirty-fourth Ward. Recently his resignation was tendered to the Board, thus severing official connection with the library service covering a period of twenty years. Mr. Toman belonged to that group of the older employés who began as boys in the service of the library and worked their way to positions of responsibility by successive advancements. It is fitting that record should be made, not only of his long

service in the library, but of the fact that during that period he was faithful and conscientious in the discharge of his duties, at all times manifesting interest in the institution, which not only prompted him to give his best endeavors to its effectiveness, but also served as an example to the younger men and the boys associated with him in the Stations Department. The best wishes of his former associates and, I venture to add, of the members of the Board as well, are extended to him in his enlarged sphere of usefulness in the public service.

Respectfully,
HENRY E. LEGLER,
Dec. 27, 1916. *Librarian.*

NEW BUSINESS.

The President, Director Henius, stated that the Woodlawn Branch would, in all probability, be ready for formal opening February 1, 1917, and suggested the advisability of suitable dedicatory services.

Director Healy moved that the matter be referred to the President with power to act.

Carried.

On motion of Director Lagorio, the Board adjourned.

A. H. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 8, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Ksycki, Healy, Pokorney, Mayer and Barr.

Absent—Directors Lagorio and O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting of December 25, 1916, and of the adjourned regular meeting, held December 27, 1916, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Thomas Dunlop, requesting the Board to establish a traveling library in his store, No. 1656 West Thirty-fifth street.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Breyer, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library has authorized the purchase of books as follows from appropriations made by the Board:

December appropriation, 1916:

Books from the A. L. A. Publishing Board, 241 vols., $90.00.

Books for the Thomas Hughes Room, 97 vols., $69.00.

Miscellaneous books, 2,517 vols., 16 maps, $2,739.94 (Regular fund); 647 vols., $154.21 (Beecher fund); 1 vol., $4.00 (Kelly fund).

Books for Scanlan, Harden, Forestville and Morse branches, 597 vols., $754.00.

Books to be replaced for branches, 249 vols., $297.00.

List of special editions for Branch Department, 114 vols., $132.00.

Non-fiction for high school branches, 992 vols., $1,213.00.

Current fiction for high school branches, 494 vols., $442.00.

Books for Lake View High School branch, 1,245 vols., $1,400.00.

Current juvenile books for Deposit Collection, 532 vols., $409 00.

Picture collection, 203 pictures, $61.38.

January appropriation, 1917:

Current American books, 1,363 vols., $1,304.00.

Extra copies of books for stacks and open shelves, 746 vols., $668.00.

Non-fiction to be replaced, 54 vols., $45.00.

Non-fiction to be replaced for Kelly branch, 29 vols., $27.00.

Regular fund:	9,241 vols.,	$9,562.94
Beecher fund:	647 vols.,	154.21
Kelly fund:	30 vols.,	31.00
Picture collection:	203 pictures,	61.38
203 pictures,	9,918 vols.,	$9,809.53

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $34.66, be paid from the incidental fund.

Respectfully submitted,

DR. F. J. POKORNEY,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Jan. 8, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Breyer, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

C. V. Ritter, books	$ 587.20
Marshall Field & Co., books	10,787.71
B. F. Stevens & Brown, books and subscriptions, £33/5/0 (est.)	161.58
Standard Book Co., books	817.75
A. Kroch & Co., books and subscriptions	484.91
Schulte's Book Store, books	317.10
John J. Schmidt, cataloging, proof-reading, Russian catalog	170.62
A. L. A. Publishing Board, books and subscriptions	111.00
C. S. Hammond & Co., books	92.00
F. Pancher & Co., books	80.53
Keystone View Co., pictures	60.57
Central States Importing Co., picture postals	31.22
Boston Book Co., books and subscriptions	29.16
M. Backall, books	19.00
R. L. Polk & Co., books	16.00
Callaghan & Co., books	15.00
Service Publishing Co., books	12.00
Union Library Association, books	10.26
Fitch Publishing Co., books	10.00
Allyn & Bacon, books	7.20
Miss M. E. Ahern, books	6.00
Benziger Bros., books	5.63
Houghton, Mifflin Co., books	4.67
Lawyers Co-operative Publishing Co., books	4.50
American Communities Co., books	4.00
R. R. Bowker Co., subscriptions	144.00
Library Bureau, subscriptions	11 20
Geo. E. Koehler & Son, binding	1,043.79
Brabandt & Valters Book Binding Co., binding	565.25
Northwestern Bindery, binding	481.53
Joseph Flucke & Son, binding	261.50
John Seybold, binding	199.12
Burgmeier Book Bindery, binding	174.59
Gaylord Bros., binders	23.99
Kirk's Ink Co., paste	20.00
Schulkins & Co., presswork and binding finding lists	119.72
Tucker-Kenworthy Co., printing	75.60
J. W. Butler Paper Co., paper	129.16
Dwight Bros. Paper Co., paper	107.79
Bradner Smith & Co., paper, envelopes, etc.	55.92
Parker, Thomas & Tucker Paper Co., cover and blotting paper	21.75
Hollis & Duncan, twine	18.00
Swigart Paper Co., paper	8.26
Bright Envelope Mfg. Co., envelopes	5.00
Max Stern's Sons, printing	187.25
Cameron, Amberg & Co., printing	134.00
James Watson & Co., printing	113.65
Geo. E. Cole & Co., stationery	60.59
Albert Hancock & Co., paper	25.55
Dennison Mfg. Co., glue and gummed labels	16.10
S. D. Childs & Co., erasers	15.00
Goodyear Rubber Co., rubber bands	12.50
Barbee Wire and Iron Works, waste baskets	11.25
A. H. Abbott Co., tracing cloth, paper, drawing scale	10.94
Rockwell-Barnes Co., carbon paper and clips	7.75

Universal Stamp and Stencil Works, stamps, ink pads, etc.	19.85
H. G. Wilson, Sec'y, cash expenditures for Dec., 1916	410.05
	$18,336.26

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Breyer, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$137.76
R. R. Bowker Co., subscription	4.00
The Northwestern Bindery, binding	32.88
Brabandt & Valters Book Binding Co., binding	9.63
Geo. E. Koehler & Son, binding	8.54
	$192.81

Bill to be paid from Ryder Fund Income Account.

A. Kroch & Co., books $13.60

Bill to be paid from Beecher Fund Income Account.

Clayton F. Summy Co., music books $157.95

Bill for Rental Collection.

Marshall Field & Co., books $82.32

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that leaves of absence be granted as follows:

Ethel Owen, senior library assistant, one month from January 5, 1917.

Alice Brandt, junior library assistant, three months from January 26, 1917.

Josephine Cubecheck, janitress, one month from December 27, 1916.

Marguerite Hollingsworth, book repairer, one month prior to December 18, 1916, on half-pay.

Alfred C. Rogers, page, two weeks from December 11, 1916, on half-pay.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Jan. 8, 1917.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Breyer, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In order to close the books and accounts of the Library for the calendar year it will be necessary to make transfer of funds as follows:

From account

W to J,	$1,153.00.
A–B to D,	692.00.
A–B to I,	1,864.00.
O to N,	55.00.

Your Committee on Administration recommends that transfer be made in accordance with the above schedule.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
Committee on Administration.

Jan. 8, 1917.

He, also, presented the list of vacancies and appointments for December, 1916, which was received and ordered published.

The following is the list:

William Bridges, janitor, separated December 25; appointed temp. December 29, $840 per year; separated December 29.

Dorothy Brown, junior library assistant, resigned December 25.

George Gentzler, page, appointed temp.

December 20, $300 per year; separated December 28.

Samuel Gertz, page, separated December 6.

Samuel Greenberg, page, appointed temp. December 8, $300 per year; separated December 11.

Edward Greenspan, page, separated December 28.

Lizzie Grison, book repairer, appointed temp. December 13, $420 per year.

Alice Hannon, junior library assistant, appointed temp. December 4, $420 per year.

Gertrude Lindquist, junior library assistant, appointed temp. December 14, $420 per year.

Florence McKenzie, janitress, appointed temp. December 27, $720 per year.

Francis Mooney, page, separated December 27.

Miriam Paley, page, separated December 25.

Frank Prochaska, elevator operator, separated December 5.

Maurice J. Roche, page, appointed temp. December 13, $300 per year.

Edward Roden, page, appointed temp. December 9, $300 per year.

Charles Schally, page, separated December 11.

Katharine Stites, junior library assistant, resigned December 25.

William E. Vogel, janitor, discharged December 31.

William Weber, page, appointed temp. December 28, $300 per year.

Harvard White, page, appointed temp. December 6, $300 per year; separated December 7.

Alice Young, stenographic assistant, separated December 10.

He, also, presented the report of the United States Audit Company on its audit of the books and accounts of the Public Library for the quarter ended November 30, 1916, which was received and ordered published.

The following is the report:

January 6, 1917.

To the President and Board of Directors,
Chicago Public Library,
Chicago.

Gentlemen:—As instructed, we have audited the books and accounts of the Chicago Public Library for the three months ended November 30, 1916.

We compared the vouchers with the entries in the Cash Book and Voucher Record and verified the receipts from fines, books lost, deposits, etc., by a comparison with the branch library daily receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry, and traced the postings therefrom to the general ledger.

We verified the cash account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments in the presence of the Secretary, Mr. Wilson, and of Director Mayer.

We compared the receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, which contain full detail of the transactions for the period under review, which are correct and in accordance with the books.

Yours very truly,
UNITED STATES AUDIT CO.
HENRY L. HERTZ,
President.

Supervised by:

W. B. FLERSHEM,
Certified Public Accountant.

Funding Balance Sheet, November 30, 1916.

Fund Assets.			
Public Library Fund:			
Tax Levy—1915 Balance	$ 52,962.26		
Cash in hands of City Treasurer	78,285.56		
Total Public Library Fund Assets		$131,247.82	
Current and Trust Funds:			
Bonds	277,411.76		
Certificate of Deposit	588.24		
Cash	3,637.89		
Total Current and Trust Funds, Assets		281,637.89	
Total Fund Assets			$412,885.71
Fund Liabilities.			
Public Library Fund		$131,247.82	
Current and Trust Funds:			
Kelly Fund	200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Fund Income	490.28		
Kelly Branch	989.20		
Ryder Fund	10,000.00		
Ryder Fund Income	43.47		
Beecher Fund	2,000.00		
Beecher Fund Income	81.65		
Jackson Fund	1,000.00		
Jackson Fund Income	54.62		
Secretary's Petty Cash	152.65		
Security Deposits	1,165.00		
Special Deposits	100.00		
Insurance Fund	111.00		
Rental Collections	450.02		
Total Current and Trust Fund—Liabilities		281,637.89	
Total Fund Liabilities			$412,885.71

Public Library Fund — Cash Receipts and Disbursements for the Three Months Ended November 30, 1916.

Receipts.		
Taxes: 1915	$ 172,107.39	
Interest on Cash in hands of City Treasurer	252.80	
Sundry Receipts	878.25	
Total Receipts	$173,238.44	
Add: Cash Balance August 31, 1916	41,500.68	
		$214,739.12

Disbursements.

Salaries: Main Library	54,015.97		
Branches	22,564.84		
Delivery Stations	2,223.85	78,804.66	
Books		23,449.12	
Binding		7,418.60	
Finding Lists		338.75	
Printing and Stationery		2,476.97	
Periodicals		6,231.09	
Miscellaneous Expense		1,314.23	
Fuel		2,309.79	
Heating and Generating Plant		411.04	
Electric Supplies and Repairs		279.79	
Elevator Supplies and Repairs		21.71	
Janitor's Expense		478.67	
Furniture and Fixtures		314.62	
Insurance		81.00	
Freight and Expressage		49.61	
Postage		510.84	
Refunds—Books Lost and Paid for		52.34	
Repairs, Alterations and Improvements		6,305.06	
Delivery Stations—Miscellaneous		2,222.74	
Branches—Miscellaneous		3,382.93	
Total Disbursements			136,453.56
Add: Cash Balance November 30, 1916, in hands of City Treasurer			$ 78,285.56

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended November 30, 1916.

Receipts.

	Total	Sept., 1916	Oct., 1916	Nov., 1916
Kelly Branch	1,791.17	63.48	1,463.91	263.78
Ryder Fund Income	80.00	.....	40.00	40.00
Jackson Fund Income	25.00	.....	25.00	.....
Rental Collections	672.53	202.60	235.14	234.79
Secretary's Petty Cash	1,180.57	338.60	330.90	511.07
Miscellaneous	387.39	80.08	101.12	206.19
Finding Lists	150.29	39.23	56.50	54.56
Books Lost and Paid for	340.57	108.69	115.98	115.90
Deposits Received	1,035.50	384.50	347.00	304.00
Fines	5,007.06	1,541.21	1,806.28	1,659.57
Insurance Fund	75.00	.....	.....	75.00
Total Receipts	$10,745.08	$2,758.39	$4,521.83	$3,464.86
Add: Cash Balance at Beginning of Period	4,233.50	4,233.50	3,818.06	4,381.36
Total to be Accounted for	$14,978.58	$6,981.89	$8,339.89	$7,846.22

Disbursements.

Treasurer	$ 878.25	$ 228.00	$ 273.60	$ 376.65
Pension Fund	5,007.06	1,541.21	1,806.28	1.659.57
Kelly Branch	2,535.62	681.05	714.93	1,139.64
Ryder Fund Income	95.30	.....	8.10	87.20
Beecher Fund Income	84.54	.....	.....	84.54
Jackson Fund Income	10.00	10.00	.....	.....
Rental Collections	591.60	64.17	336.55	190.88
Books Purchased	228.55	84.65	52.25	91.65
Freight and Express	49.61	24.18	18.60	6.83
Printing and Stationery	22.44	4.40	11.27	6.77
Periodicals	30.97	7.00	16.03	7.94
Postage	510.84	150.21	200.33	160.30
Heating and Generating Plant	14.44	.....	8.74	5.70
Electric Supplies and Repairs	2.35	.....	1.60	.75
Delivery Stations—Miscellaneous.	7.74	1.60	4.23	1.91
Branches	28.48	5.43	13.55	9.50
Janitor's Expense	6.96	.....	6.14	.82
Miscellaneous Expense	230.85	35.99	85.73	109.13
Refunds—Books Lost and Paid for	52.34	17.44	13.85	21.05
Deposits Refunded	949.00	318.50	383.00	247.50
Elevator Supplies and Repairs	3.00	.....	3.00	.....
Binding	.75	.....	.75	.....
Total Disbursements	$11,340.69	$3,173.83	$3,958.53	$4,208.33
Add: Cash Balance at End of Period	3,637.89	3,818.06	4,381.36	3,637.89
Total Accounted for	$14,978.58	$6,991.89	$8,339.89	$7,846.22

CURRENT AND TRUST FUNDS—SUMMARY OF BALANCES.

	Sept. 30, 1916	Oct. 31, 1916	Nov. 30, 1916
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	490.28	490.28	490.28
Kelly Branch	1,116.08	1,865.06	989.20
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	58.77	90.67	43.47
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	166.19	166.19	81.65
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	29.62	54.62	54.62
Secretary's Petty Cash	169.10	63.93	152.65
Security Deposits	1,144.50	1,108.50	1,165.00
Special Deposits	100.00	100.00	100.00
Insurance Fund	36.00	36.00	111.00
Rental Collections	507.52	406.11	450.02
Total Current and Trust Funds	$281,818.06	$282,381.36	$281,637.89

Made up as follows:

Bonds—Book Value	$277,411.76	$277,411.76	$277,411.76
Certificate of Deposit	588.24	588.24	588.24
Cash	3,818.06	4,381.36	3,637.89
	$281,818.06	$282,381.36	$281,637.89

Reconciliation of Trust Funds, November 30, 1916.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William H. Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000,00	
Hiram Kelly Increment	65,000.00	
Total Trust Funds		$278,000.00
Investments:		
Municipal and Sundry Bonds (par value $278,000.00)	$277,411.76	
Union Trust Company Certificate of Deposit No. D9302, Dated January 31, 1916.	588.24	
Total Investments		$278,000.00

Reconciliation of Cash Account November 30, 1916.

Balance Per Bank Statements December 30, 1916:			
First National Bank		$ 4,160.55	
Deduct Outstanding Checks:			
No. 6036	$ 3.00		
6048	1.12		
6067	5.00		
6079	1.80		
6090	13.30		
6091	2.18		
6092	1.00		
6101	1.40		
6102	3.80		
6104	466.64		
6105	1,973.45	2,472.69	
			$1,687.86
Union Trust Company		1,108.19	
Deduct Outstanding Checks:			
No. 1994	6.30		
2012 to 2021 inclusive	297.57	303.87	804.32

Made up as follows:

Special Account	285.80		
Regular Account	518.52	804.32	
Illinois Trust and Savings Bank, Savings Account			474.22
Total Bank Balance			$ 2,966.40
Add: Cash Per Count January 6, 1917		290.39	
Disbursements December, 1916 to January 5, 1917		4,702.68	4,993.07
			7,959.47
Deduct Receipts December, 1916 to January 5, 1917			4,321.58
Balance Per Books November 30, 1916			$3,637.89

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Breyer, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Consumers Co., coal	$ 154.09
Commonwealth Edison Co., electric current	103.74
Chicago Telephone Co., telephone service	80.74
Sanitary Office Towel Co., laundering towels	43.23
Individual Towel & Cabinet Service Co., clean towel supply	10.00
Haegele Ice Co., ice	14.12
E. W. Blatchford Co., sheet lead	8.38
Riddiford Bros., brooms	5.75
Fairbanks, Morse & Co., examining and adjusting wagon scale	3.48
Pottinger-Flynn Coal Co., coal	674.68
Krehbiel Co., coal analysis	25.00
Lunkenheimer Co., globe and angle valves	8.51
Ball Engine Co., repairing parts for engine	6.00
O. C. Keckley Co., saw blades	3.00
Schaeffer & Bundenberg Mfg. Co., charts	7.50
D. J. Gallagher Mfg. Co., waste and wipers	22.38
Taylor Instrument Co , thermometers	3.60
John Moloney, repairing boilers	14.80
Citizens Street Cleaning Bureau, removing cinders	28.80
Commonwealth Edison Co., mazda lamps	51 03
Manhattan Electrical Supply Co., electrical supplies	23.23
Peerless Light Co., electrical supplies	12.00
Gallaher & Speck, labor and material for elevators	90 35
Remien & Kuhnert Co., shellac, paint, etc.	18.85
Peck & Hills Furniture Co., chairs	130.00
Dan'l E. Brink, gas heater and installation in Woodlawn Branch	33.80
Fred A. Phillips, insurance on plate glass, Woodlawn Branch	6.00
Tyler & Hippach, glass table tops	50.00
The Lamson Co., repairing Lamson carrier	12.33
Standard Oil Co., gasoline	161.51
Valvoline Oil Co., oil	17.45
Bosch Magneto Co., magneto	40.00
Speedometer Supply & Service Station, "Willard" battery	26.40
Chicago Auto Equipment Co., automobile accessories	19.50
Samuel Harris & Co., machinists' supplies	12.16
S. F. Bowser & Co., hose draining valve and sentry hose	12.09
Wayman & Murphy, painting roof of car, etc	6.00
The Fair, auto robes	19.70
Maypole Garage, storing automobile, etc.	12.05
Irving Park Livery and Gararge, storage and repairs	8.25
H. G. Wilson, Sec'y, cash expenditures for December, 1916	78.50
	$2,059.00

He, also, presented a list of bills for maintenance of Kelly Branch and moved that the bills be paid from the Kelly Branch fund.

Carried.

Yeas—Directors Breyer, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Consumers Co., coal	$ 79.50
Commonwealth Edison Co., electric current	18.68
Chicago Telephone Co., telephone	3.75
McMaster-Carr Supply Co., air valves	3.50
Englewood Improvement Association, sprinkling	24.00
	$129.43

REPORTS.

The Librarian presented his statistical report for the month of December, 1916, which was received and ordered published.

NEW BUSINESS.

The President called attention to the expiration of the leases of the Humboldt and Douglas Park branches, and suggested that the Committee on Library take up the matter of sites for the location of branch library buildings in the vicinity of the branches above mentioned.

On motion of Director Mayer, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR DECEMBER, 1916.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of December was 456,035; for the corresponding month of the previous year 376,354. The circulation was from the following sources:

Central Library	72,150
Branches	253,242
Stations	68,254
Traveling Libraries	41,638
Deposits and Miscellaneous	20,751
	456,035

The following is a summary of the books obtained at the Central Library:

Main Collection	31,254
Open Shelf	31,552
Hughes Room	3,022
Music Room	2,496
Information Desk (Teachers and special cards)	2,700
Miscellaneous	602
Books for the Blind	421
Documents	103
	72,150

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,905	278	3,183
Austin	10,201	398	10,599
Austin High	2,432	....	2,432
Bessemer Park	4,000	284	4,284
Blackstone	8,587	540	9,127
Burr School	7,175	166	7,341
Cornell Square	4,038	108	4,146
Davis Square	2,420	79	2,499
Douglas Park	15,089	2,577	17,666
Dvorak Park	4,878	129	5,007
Eckhart Park	6,376	247	6,623
Englewood High	534	....	534
Forestville School	1,685	244	1,929
Fuller Park	4,394	250	4,644
Hamilton Park	6,157	345	6,502
Hamlin Park	4,796	171	4,967
Harrison High	3,561	....	3,561
Hebrew Institute	11,350	1,131	12,481
Holstein Park	5,415	257	5,672
Humboldt	14,202	1,807	16,009
Independence Park	3,480	246	3,726
Kelly	14,883	457	15,340
Lewis Institute	14,826	882	15,708
Lincoln Center	7,538	461	7,999
Logan Square	9,092	568	9,660
Mark White Square	4,171	186	4,357
Ogden Park	9,674	276	9,950
Palmer Park	4,438	154	4,592
Pulaski Park	4,419	100	4,519
Scanlan School	3,909	45	3,954
Senn High	4,655	....	4,655
Seward Park	6,106	515	6,621
Sheridan	11,100	329	11,429
Sherman Park	5,915	136	6,051
Stanford Park	6,364	180	6,544
Stanton Park	3,987	135	4,122
Sumner School	4,829	145	4 974

Walker	2,567	83	2,650
West 26th Street	11,094	169	11,263
Total	253,242	14,078	267,320

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	1,516	184	1,700	Longwood	884	..	884
Ashburn	32	..	32	Mayfair	890	..	890
Birchwood	385	..	385	Norwood Park	222	..	222
Brighton Park	1,698	..	1,698	Park Manor	650	229	879
Butler House	2,416	.	2,416	Ravenswood	1,266	329	1,595
Cheltenham	796	47	843	Rogers Park	3,778	105	3,883
Chicago Lawn	1,743	..	1,743	East Rogers Park	1,295	472	1,767
Dauphin Park	1,268	285	1,553	South Shore	170	..	170
Dunning	1,085	..	1,085	Washing'n Heights	592	..	592
Edgewater	746	191	937	West Brighton	1,850	..	1,850
Edison Park	865	..	865	West Englewood	552	..	552
Fernwood	822	..	822	West Pullman	2,510	..	2,510
Gano	1,001	..	1,001	West Ravenswood	1,225	325	1,550
Grand Crossing	2,326	91	2,417	Woodlawn	5,403	1,737	7,140
Gresham	3,074	60	3,134				
Hermosa	75	..	75	Total	41,638	4,139	45,777
Irving Park	503	84	587				

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	253,242	14,078	267,320
Traveling Libraries	41,638	4,139	45,777
Business House Deposits	19,722	2,400	22,122
Miscellaneous References	1,029	.....	1,029
Total	315,631	20,617	336,248

Of the 68,254 books supplied through the Stations Department, 14,078 were sent to 35 branches and 54,176 to 74 stations. The books supplied for the same month of the preceding year numbered 67,493 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 18,241.

REFERENCE ROOM.

Number of books issued from stacks 34,288

Number of recorded visitors 13,947

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 4,024. Visitors, 914

HUGHES ROOM.

Volumes circulated, 3,022; pictures circulated, 1,450; visits from school classes, ..; recorded visitors, 2,409. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 5,180. Newspapers, 597. Visitors, 1,692.

CIVICS ROOM.

Magazines issued, 1,502; directories consulted, 2,545; bound documents used, 1,372; books, 1,112; pamphlets, 10,050. Visitors, 5,419; package libraries circulated, 228.

STUDY ROOM

Volumes consulted, 2,834. Visitors, 3,631.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,911. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 114,018.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,188; issued in December of the previous year, 5,575.

Number of juvenile cards issued, 2,140; research cards, 6; vacation cards..... teachers' cards, 84; summer cards..... The number of three-year cards outstanding is 206,530.

BINDERY DEPARTMENT.

Number of books at binderies December 1, 1916.....	10,128
Number of books sent to binderies in December, 1916.....	5,971
Total number of books at binderies in December, 1916	16,099
Number of books received from binderies in December, 1916..... ...	6,373
Number of books at binderies January 1, 1917.....	9,726
Number of books repaired in Library in December, 1916..... . ..	8,026

GROWTH OF THE LIBRARY.

The total number of volumes in the Library January 1, 1917, was 747,280. Received since June 1, 1916, 61,103; since December 1, 1916, 20,843. Books worn

out and discarded since June 1, 1916, 13,969; since December 1, 1916, 3,110. Books lost and paid for since June 1, 1916, 1,007; since December 1, 1916, 231. Books found and money refunded since June 1, 1916, 94; since December 1, 1916, 15.

HENRY E. LEGLER,
Librarian.

CHICAGO, January 8, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 22, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Lagorio, Ksycki, Healy, Pokorney, Mayer and Barr.

Absent—Directors Breyer and O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held January 8, 1917, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — Your Committee on Library recommends that the sum of $10,000 be and the same is hereby appropriated out of the book fund for February purchases, in addition to the unexpended January balance previously appropriated.

Book orders based on the recommendations of the Librarian have been authorized as follows out of the January appropriation:

Main Collection:	1219 vols.,	$1246.00
Branch Collection:	3653 vols.,	3061.00
School Collection:	4650 vols.,	3596.00
Reserve Collection:	397 vols.,	225.00
Kelly Fund:	19 vols.,	21.00
Beecher Fund:	1 vol.,	5.00
Total:	9939 vols.,	$8154.00

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Jan. 22, 1917.

By unanimous consent, the matters in the hands of the Committee on Buildings and Grounds were next considered.

Director Healy, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek (Richard Dusil, Pres.) rent, 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	22.50
Ackley Bros., rent, Woodlawn Branch	35.00
	$877.50

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages: Jacob D. Levin, January 10; John L. McDonald, January 8; Jacob Nemerofsky, February 4.

Library typist: Barry Forman, January 25.

Your Committee recommends granting leaves of absence as follows:

George Elger, page, four months from January 11, 1917.

Katherine Firebaugh, junior library assistant, one month from February 1, 1917.

Mary E. Ryan, senior library assistant, one month from December 20, 1916.

Charles Jackson, elevator operator, extension for three months from January 1, 1917.

Lillian E. Kennedy, junior library assistant, extension for two months from January 26, 1917.

Josephine Cubecheck, janitress, December 27, 1916, to January 15, 1917, without deduction of salary, the first week thereof to be applied on 1917 vacation.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Jan. 22, 1917.

He, also, presented the following resolution and moved its adoption.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Whereas, In order to provide funds for the prompt payment of the pay rolls and miscellaneous expenses of the Chicago Public Library, it will be necessary to sell anticipation tax warrants against the Library tax levy for the year 1916, therefore be it

Resolved, That the City Council be and is hereby requested to authorize his honor, the Mayor and the City Comptroller to issue warrants against and in anticipation of the taxes levied by the City of Chicago for the Public Library tax for the year 1916, as shall be needed to meet salaries and current expenses to an amount not exceeding 75 per centum

of the total tax levy for library purposes for said year, and to attach to such warrants interest coupons for interest thereon at a rate not exceeding five per centum per annum, payable only out of the taxes against which said warrants shall be drawn when collected.

He, also, presented a bill from the United States Audit Company, in the amount of $43.75, for auditing the books and accounts of the Chicago Public Library for the quarter ended November 30, 1916, and moved that the bill be ordered paid.

Carried.

Director Ksycki presented the report of the Committee on the estimated receipts and expenditures of the Chicago Public Library for the year 1917.

On motion of Director Barr, for the purpose of considering the report as presented, the Board resolved itself into a

COMMITTEE OF THE WHOLE.

After consideration and amendment of the estimates, as presented, the Committee rose and the Board resumed regular session.

The Secretary presented the report of the Committee of the Whole.

Director Barr moved the adoption of the report of the Committee of the Whole.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

The following is the report:

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Administration submits herewith a statement of the estimated receipts and expenditures of the Library Fund for the year 1917.

The estimates for expenditures coming under the supervision of the several committees of the Board have been approved by said committees, and we hereby recommend the adoption of the same as the budget for the year beginning January 1, 1917.

PUBLIC LIBRARY FUND—ESTIMATED RECEIPTS AND EXPENDITURES, 1917.

RECEIPTS.

Balances Dec. 31, 1916.			
Uncollected taxes 1915		$ 49,727.85	
Less reserve for loss and costs 1915 taxes		31,613.07	$18,114.78
Cash in City Treasurer's hands		24,735.99	
Less outstanding contracts, etc.:			
Balance Woodlawn Branch	$14,650.00		
Miscellaneous, Woodlawn Branch	200.00		
Balance contract for bookstacks	750.00		
Miscellaneous furniture	200.00	15,800.00	8,935.99
Net available balance			27,050.77

Library taxes 1916 collectible 1917:		
Rate .0558 on each one hundred dollars of assessed valuation for 1916, $1,032,876,669.00	576,335.81	
Less reserve for loss and costs	30,000.00	
		546,335.81
Fines		25,000.00
Miscellaneous receipts		3,500.00
Interest on cash balance City Treasurer		750.00
Delinquent taxes		500.00
		603,136.58

EXPENDITURES.

A & B	Salaries, main library and branches	$336,000.00
C	Salaries, delivery stations	11,000.00
D	Delivery stations, miscellaneous	6,000.00
E	Branches, miscellaneous	15,000.00
F	Books	100,000.00
G	Binding	35,000.00
H	Finding lists	6,000.00
I	Printing and stationery	10,000.00
J	Newspapers and periodicals	11,000.00
K	Miscellaneous expense	4,500.00
L	Fuel	12,000.00
M	Heating and generating plant	1,500.00
N	Electric supplies and repairs	1,200.00
O	Elevator supplies and repairs	1,000.00
P	Janitor's expense	1,500 00
Q	Furniture and fixtures	7,000 00
R	Insurance	2,500.00
S	Freight and expressage	300.00
T	Postage	2,500.00
U	Books lost—refunds	250.00
V	Repairs, alterations and improvements	12,000.00
V–I	Branches	25,000.00
W	Interest	1,500 00
	Contingent	386 58
		$603,136.58

Your Committee further recommends that expenditures from the various trust funds be fixed as follows:

Hiram Kelly Income Fund:
For the maintenance of the Kelly Branch Library....$10,500.00

Wm. H. Ryder Fund:
Books on arts and crafts... 480.00

Jerome Beecher Fund:
Books on music..... 200.00

H. W. Jackson Fund:
Books for the blind..... 105.00

Your Committee calls attention to the fact that the estimated expense for the maintenance of the present library system requires nearly all the funds available,

and does not provide sufficiently for extensions in the branch library plan, or for any additional service, and emphasizes the fact that in order to carry out the Board's plans for extensions, additional revenue must be provided both for branch library buildings and for the general work of the library.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Jan. 22, 1917.

REPORTS.

The Secretary presented a statement of the receipts and disbursements of the Library fund for the year ended December 31, 1916, which was received and ordered published.

The following is the statement:

LIBRARY FUND—STATEMENT OF RECEIPTS AND EXPENDITURES JANUARY 1, 1916, TO DECEMBER 31, 1916.

RECEIPTS.

Balance cash library fund January 1, 1916	$ 2,488.44
*Received on account taxes 1915	570,412.70
Interest on cash balance with City Treasurer	769.87
Miscellaneous receipts	3,723.33
	$577,394.34

EXPENDITURES.

Salaries, main library	$217,058.19	
Salaries, branches	86,147.10	
Salaries, delivery stations and deposits	9,114.21	
Delivery Stations, miscellaneous	10,691.74	
Branches, miscellaneous	12,625.36	
Books	93,987.80	
Binding	29,899.45	
Finding lists	4,949.69	
Printing and stationery	8,863.93	
Periodicals	9,652.42	
Miscellaneous expense	3,812.08	
Fuel	9,841.52	
Heating and generating plant	1,427.29	
Electrical supplies and repairs	1,050 57	
Elevator supplies and repairs	361.92	
Janitor's expense	1,219.97	
Furniture and fixtures	7,896 47	
Insurance	2,256.89	
Freight and expressage	137.03	
Postage	2,430.26	
Books lost and paid for—refunds	216.77	
Repairs, alterations and improvements	38,276 97	
Interest	740.72	552,658.35
		$ 24,735.99

*A complete settlement for the taxes of 1915 has not been made with the County Collector. There is still outstanding the sum of $49,727 85, of which sum $31,613.07 is the reserve for loss and costs and $18,114.78 the amount pending litigation.

NEW BUSINESS.

Director Mayer presented the following resolution and moved its adoption.

Carried.

While, on account of the unexpected shrinkage of revenue for the current year, the Board has voted to apply the moneys collected as fines during the year 1917 for the establishment of branches instead of contributing them as heretofore to the Public Library Employés Pension Fund, this action is not to be construed as a change in its policy of giving full support to the pension fund.

He, also, presented the following resolution:

Owing to temporary illness, Mr. Henry E. Legler, Librarian of the Chicago Public Library, is hereby granted leave of absence from January 23, 1917, to March 1, 1917, with full pay. The Board earnestly requests him to devote this time exclusively to the restoration of his health and extends to him its best wishes for a speedy recuperation.

Carried.

Yeas — Directors Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—7.

Nays—None.

On motion of Director Ksycki, the Board adjourned.

A. B. Wilson

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

SPECIAL MEETING.

CHICAGO, MONDAY, JANUARY 29, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Mayer and Barr.

Absent—Directors Healy, Pokorney and O'Connell.

The Secretary read the following call:

H. G. Wilson, Esq.,
Secretary Public Library Board.

Dear Sir:—Please call a special meeting of the Board of Directors of the Chicago Public Library for Monday, January 29, 1917, at five o'clock p. m., for the purpose of taking action on the question of securing legislation at the present session of the General Assembly at Springfield.

Very truly yours,
MAX HENIUS,
President.

Jan. 25, 1917.

Director Lagorio presented the following resolution and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

Resolved, That a special committee on legislation consisting of Directors Henius, Breyer and Barr be appointed to take up the question of the $500,000 bond issue for branch libraries now pending before the Finance Committee of the City Council, and be it further

Resolved, That said special committee be given authority to act in all matters pertaining to legislation affecting the revenues of the library that may be introduced at the present session of the General Assembly at Springfield.

Director Barr moved that the Special Committee be authorized to expend an amount necessary for the publication of a folder setting forth the needs of the Library.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

On motion of Director Barr, the Board adjourned.

H. G. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 12, 1917.

OFFICIAL RECORD.

There were present Directors Lagorio, Ksycki, Healy, Pokorney, Mayer and Barr.

Absent—Directors Henius, Breyer and O'Connell.

In the absence of the President and Vice-President, on motion of Director Barr, Director Lagorio acted as president pro tem.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held January 22 and of the special meeting held January 29, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Isaac Helper, requesting the Board to appoint him keeper of delivery station No. 29 West, located at 426 N. Kedzie avenue.

Referred to the Committee on Library.

The following communication was received and placed on file:

"CITY OF CHICAGO,
"Department of Finance.
"Chicago, Jan. 12, 1917.

"*Mr. H. G. Wilson,*
"*Sec'y Chicago Public Library.*

"*Dear Sir:*—We beg to advise that the assessed valuation for the year 1916, as announced by the County Clerk, is $1,032,876,669.00, and the Library rate is .0558 per $100.00.

"Yours very truly,
"L. E. Gosselin,
"Deputy Comptroller."

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved that the action of the Committee be concurred in.

Carried.

Yeas — Directors Ksycki, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — Book orders based on the recommendations of the Librarian have been authorized as follows out of the February appropriation:

Main Collection:	2489 vols., 502 pamphlets, 114 maps,	$2552.00
Branch Collection:	9787 vols.,	8007.00
Deposit Collection:	4593 vols.,	3700.00
Rental Collection:	97 vols.,	92.00
Kelly Fund:	216 vols.,	168.00
Ryder Fund:	1 vol.,	40.00
Beecher Fund:	14 vols.,	4.00
Total:	17197 vols., 502 pamphlets, 114 maps,	$14563.00

Incidental bills: $62.20.

Periodicals for Main Library: $815.70.

Periodicals for Kelly Branch: $20.65.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Feb. 12, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Ksycki, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Marshall Field & Co., books	$11,667.02
Librarian of Congress, printed catalog cards and proof sheets	500.00
H. W. Wilson Co., books and subscriptions	601.26
Thomas J. Caie Co., books	154.45
C. V. Ritter, books	112.25
Clayton F. Summy Co., books and binding	277.27
A.L.A. Publishing Board, subscriptions and books	95.00
A. Kroch & Co., books and subscriptions	73.06
H. Wallerstein, books	66.05
Florence Woodworth, books	56.00
Longmans, Green & Co., books	54.15
Callaghan & Co., books	42.50
Benziger Bros., books	40.73
A. H. Abbott & Co., pictures	35.50
Rand, McNally & Co., books	32.00
Law Reporting Co., books	25.00
R. L. Polk & Co., books	24.00
Chicago Daily News, books	17.50
Louis F. Dorbon, books	12.00
N. W. Ayer & Son, books	10.00
James T. White & Co., books	10.00
LaSalle Extension University, books	10.00
Boston Book Co., books and subscriptions	9.13
Houghton Mifflin Co., books	8.75
Robert H. Dodd, books	7.50
Arnold Joerns Co., books	7.50
Scott & O'Shaughnessy books	6.20
McDonough Directory System, book	4.00
Bloch & Newman, books	3.80
Chicago Directory Co., book	3.00
J. M. Hanson-Bennett Magazine Agency, subscriptions	155.85
Mentor Association, subscription	102.50
A. W. Shaw Co., subscription	36.00
Poetry, subscription	9.45
Brabandt & Valters Book Binding Co., binding	1,120.91
Geo. E. Koehler & Son, binding	777.84
Northwestern Bindery, binding	560.28
Joseph Flucke & Son, binding	272.06
John Seybold, gold marking	195 18
Burgmeier Book Bindery, binding	125.00
Slade, Hipp & Meloy, gummed muslin	17.50
Tucker-Kenworthy Co., printing	54.30
James White Paper Co., paper	24.48
Dwight Bros. Paper Co., paper	99.36
Parker, Thomas & Tucker Paper Co., paper	54.25
Chicago Paper Co., paper	47.50
Bradner Smith & Co., paper	15.00
Max Stern's Sons, printing	82.40
James Watson & Co., printing	50.25
Cameron, Amberg & Co., printing	22.00
Library Bureau, cards	155.65
Geo. E. Cole & Co., stationery	43.79
L. Gould & Co., twine, etc	40 00
Kirk's Ink Co., paste	23 00
Rockwell-Barnes Co., folders	22 00
Universal Stamp & Stencil Works	17.95
Remien & Kuhnert Co., shellac and brushes	7.30
Dennison Mfg. Co., tags and coin wrappers	6.60
J. Manz Engraving Co., half tone and zinc etchings	5.81
H. Schultz & Co., pamphlet boxes	48.00
H. G. Wilson, Sec'y, cash expenditures for January, 1917	325.28
	$18,483.11

He, also, presented the following lists of bills to be paid from special funds and

moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Ksycki, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$115.20
H. W. Wilson Co., subscriptions	15.00
Mentor Association, subscription	2.50
A. W. Shaw Co., subscription	1.80
Poetry, subscription	1.35
Geo. E. Koehler & Son, binding	30.45
Joseph Flucke & Son, binding	20.08
Northwestern Bindery, binding	.80
Marshall Field & Co., baskets	1.50
	$188.68

Bills to be paid from Ryder Fund Income.

Robert H. Dodd, book	$40.00
Architectural Book Publishing Co., book	4.05
	$44.05

Bill to be paid from Beecher Fund Income.

Breitkopf & Hartel, subscription	$5.00

Rental Collection.

Marshall Field & Co., books	$39.99

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Osceole A. Browning, page, January 30.

John A. Kerr, page, January 31.

Lillian W. Leviash, junior assistant, February 26.

Your Committee recommends that leaves of absence be granted as follows:

Dorothy Bastin, senior assistant, for three months from February 11.

Robert Mandel, page, for one month from February 5.

William Yonker, page, from February 5 to June 15, inclusive.

Ethel Owen, senior assistant, extension for one month from February 5.

Mary E. Ryan, senior assistant, from December 14, 1916, to January 19, 1917, inclusive, on half-pay.

It is further recommended that the action of the Assistant Librarian in suspending Maurice Clarke, page, for two days, on account of gross insubordination, be approved.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Feb. 12, 1917.

He, also, presented the following list of vacancies and appointments for January, 1917, which was received and ordered published.

Henry Antler, page, appointed temp. January 10, $300 per year; separated January 12.

John Bardo, page, appointed temp. January 11, $300 per year.

Ruth Barlow, junior library assistant, appointed temp. January 4, $420 per year.

Mary W. Barron, junior library assistant, appointed temp. January 3, $420 per year.

Lucille Baumann, junior library assistant, separated December 25.

Frank Beck, page, appointed temp. January 11, $300 per year; separated January 28.

Margaret Beckner, junior library assistant, appointed temp. January 3, $420 per year.

Bolin V. Bland, page, appointed temp. January 4, $300 per year; separated January 4; appointed civil service January 5, $300 per year.

William Bridges, janitor, appointed temp. January 12, $840 per year; separated January 13; appointed temp. January 18, $840 per year; separated January 24.

Osceole A. Browning, page, transferred to Post Office January 30.

Robert E. Christian, page, separated

January 4; appointed civil service January 5, $300 per year.

George C. Christly, page, separated January 6.

John Clarke, coal passer, resigned January 1.

Mildred Cohen, junior library assistant, appointed temp. January 3, $420 per year.

George Coleman, page, appointed temp. January 18, $300 per year; separated January 28.

Clara Conlan, junior library assistant, appointed temp. January 3, $420 per year.

Reginald Crusor, page, appointed temp. January 29, $300 per year.

Anna M. Culliton, page, separated January 4; appointed civil service January 5, $300 per year.

Sidney Dalsey, page, appointed January 31, $300 per year.

Jessie de Lang, junior library assistant, separated January 2.

Anna Descamps, junior library assistant, separated January 10.

Roberta Dreyer, junior library assistant, appointed temp. January 29, $420 per year.

Benjamin Einhorn, page, appointed February 2, $300 per year.

Lydia M. Field, junior library assistant, appointed temp. January 26, $420 per year.

Barry Forman, library typist, resigned January 25.

Frances M. Fowler, junior library assistant, appointed temp. January 3, $420 per year.

Michael Gaglione, page, appointed temp. January 11, $300 per year; separated January 13.

Oscar Gelbard, page, discharged January 26.

Rosa Ginsburg, junior library assistant, appointed temp. January 3, $420 per year.

Maurice Goebel, page, separated January 10.

Irene M. Graham, junior library assistant, appointed temp. January 3, $420 per year.

Gladys Greene, junior library assistant, appointed temp. January 3, $420 per year.

Walter P. Greene, page, appointed February 5, $300 per year.

Roy Hahne, page, appointed temp. January 10, $300 per year; separated January 31.

Clarence Hardin, page, appointed temp. January 29, $300 per year.

Grace Hippenhamer, junior library assistant, appointed temp. January 15, $420 per year.

Marie Houston, junior library assistant, appointed temp. January 8, $420 per year.

Anna L. Hrdlicka, junior library assistant, appointed temp. January 3, $420 per year.

Gladys Huls, junior library assistant, appointed temp January 3, $420 per year.

Belle B. Hyman, junior library assistant, appointed temp. January 3, $420 per year.

Richmond W. Jones, elevator operator, appointed January 29, $900 per year.

Thomas H. Kehoe, page, appointed January 26, $300 per year.

John A. Kerr, page, resigned January 31.

Helen L. Kittilsby, junior library assistant, appointed temp. January 3, $420 per year.

Samuel Kramer, page, separated January 15.

Alice Langellier, junior library assistant, appointed temp. January 3, $420 per year.

Elizabeth Larkin, junior library assistant appointed temp. January 26, $420 per year; separated January 29.

Jacob D. Levin, page, resigned January 10.

Maxim Lieber, page, appointed temp. January 18, $300 per year; separated January 28.

Viola McClory, library typist, transferred to Tuberculosis Sanitarium January 1.

John McDonald, page, resigned January 8.

Florence McKenzie, janitress, separated January 14; appointed temp. January 29, $720 per year.

Ruth Marlatt, page, appointed temp. January 9, $300 per year.

Mary Marye, junior library assistant, separated January 21.

Rosalind Mason, junior library assistant, appointed temp. January 3, $420 per year.

Horace Meredith, page, appointed temp. January 22, $300 per year.

George Mink, page, appointed temp. January 11, $300 per year; separated January 28.

Harry Morgan, page, appointed temp. January 31, $300 per year.

S. J. Morrison, page, appointed temp. January 11, $300 per year; separated January 14.

Alfred Muirhead, page, appointed temp. January 9, $300 per year; separated January 10.

Sarah Mulroy, junior library assistant, appointed temp. January 3, $420 per year.

Abraham Neider, page, appointed temp. January 11, $300 per year.

Frieda Newman, junior library assistant, appointed temp. January 23, $420 per year; separated as page January 22.

William O'Hara, coal passer, appointed temp. January 4, $1020 per year.

George P. O'Toole, page, appointed January 27, $300 per year.

Estelle Parmele, page, appointed temp. January 30, $300 per year.

Jane Palsey, page, appointed temp. January 11, $300 per year.

Ruth Pearson, junior library assistant, appointed temp. January 29, $420 per year.

Frank Prochaska, elevator operator, appointed temp. January 15, $900 per year; separated January 29.

Julius E. Proctor, page, appointed temp. January 29, $300 per year.

Morris Rapaport, page, appointed temp. January 9, $300 per year; separated January 17.

Robert Robertson, page, separated January 4; appointed civil service January 5, $300 per year.

Maurice J. Roche, page, separated January 4; appointed civil service January 5, $300 per year.

Edward Roden, page, separated January 2.

Benjamin Rosenbaum, page, appointed temp. January 2, $300 per year; separated January 4; appointed civil service January 5, $300 per year.

John V. Ryan, page, appointed January 15, $300 per year.

Louise Ryther, junior library assistant, appointed temp. January 3, $420 per year.

John J. Schmidt, principal cataloger, appointed temp. January 1, $1020 per year.

Myrtle Sette, principal library assistant, appointed head library assistant January 26, $1260 per year.

David Shaikewetz, page, appointed temp. January 9, $300 per year; separated January 15.

Alice E. Shutter, junior library assistant, appointed temp. January 3, $420 per year.

Helen M. Sheehan, junior library assistant, appointed temp. January 3, $420 per year.

Sam Slotky, page, appointed temp. January 29, $300 per year.

Dorothy C. Snyder, junior library assistant, appointed temp. January 3, $420 per year.

Alexander Tannenbaum, page, separated January 4; appointed civil service January 5, $300 per year.

Rene Theriault, page, appointed temp. January 31, $300 per year.

Horace Thompson, page, appointed temp. January 29, $300 per year.

William Weber, page, separated January 9.

Arthur Weinstein, page, appointed temp. January 12, $300 per year.

Chester Wentz, page, separated January 28.

George Wiborg, page, appointed temp. January 29, $300 per year.

Cecilie Wiedeman, junior library assistant, appointed temp. January 29, $420 per year.

John Willmore, page, appointed temp. January 22, $300 per year.

Harris Zaretsky, page, separated January 17.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters and recommends:

1. That the Board of Education of the City of Chicago be given authority to use the room occupied as a branch library in Edison Park for kindergarten purposes during the morning hours.

2. That the matter of renewing leases that expire this year on buildings used for

branch libraries be referred to the Committee on Buildings and Grounds with power to act.

All of which is respectfully submitted,

JAMES J. HEALY,
ALFRED E. BARR,
Committee on Buildings and Grounds.

CHICAGO, Feb. 12, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Ackley Bros., rent, Woodlawn Branch	35.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric light	205.58
Consumers Co., coal and slabs	203.18
Chicago Telephone Co., telephone service	78.12
Peoples Gas Light & Coke Co., gas	12.64
Sanitary Office Towel Co., laundering towels	41.50
Individual Towel & Cabinet Service Co., clean towel supply	10.40
Haegele Ice Co., ice	14.24
E. Howard Clock Co., repairing master clock	24.05
The Lamson Co., leather carriers	22.00
William Drummond, drawing "Woodlawn Branch"	20.00
Eugene Dietzgen Co., blue prints, etc	4.78
Enameled Steel Sign Co., signs	6.76
Pottinger-Flynn Coal Co., coal	1,777.91
Krehbiel Co., coal analysis	25.00
John Mohr & Sons, grate bars	61.88
McCord Mfg. Co., gaskets	47.18
Crane Co., engineering supplies	34.06
O. C. Keckley Co., engineering supplies	21.85
Crosby Steam Gauge & Valve Co., angle discs, seats, spindles, etc	12.21
McMaster-Carr Supply Co., moulded hose couplings	9.60
Samuel Harris & Co., engineering supplies	8.91
Chas Culbranson, sheet steel covers	5.25
Lunkenheimer Co., engineering supplies	4.13
Citizens Street Cleaning Bureau, removing cinders	44.80
Western Electric Co., electrical supplies	91.47
Inland Electric Co., electrical supplies	25.19
Manhattan Electrical Supply Co., electrical supplies	4.00
International Acheson Graphite Co., graphite	10.00
Frank Scaar & Co., furnishing and putting in place elevator door	24.60
Gallaher & Speck, floor flanges, etc	4.00
Bullard & Gormly Co., hardware	66.50
James S. Kirk & Co., soap	55.35
Cudahy Packing Co., soap powder	38.40
McNeil & Higgins Co., soap	14.00
Fuller-Morrisson Co., janitor supplies	6.20
Mueller Bros., framing pictures	37.20
Newton & Hoit Co., tables	33.00
W. M. Hepburn, wire book supports	65.00
The Allen Filter Service, cooler and bottle	9.25
Tyler & Hippach, plate glass light	137.00
Mitchell & Halbach Co., washing, etc., ceilings and halls (G. A. R.)	125.95
C. J. Herbert & Son Co., repairing leaks, installing radiators, etc	119.90
E. Baggot Co., plumbing	78.00
Chas. Wirth, ventilators, etc., North Ave. Branch	10.00
William Sullivan, 1st payment steamheating, Woodlawn Branch	2,000.00
Wm. Dorothy, plastering, Woodlawn Branch	1,450.00
American Steel Window Co., 1st payment steel window frames, etc., Woodlawn Branch	673.00
Wendnagel & Co., final payment structural steel, Woodlawn Branch	266.00
Edwards Lighting Fixture Co., electric fixtures	175.00
Standard Oil Co., gasoline	194.28
Valvoline Oil Co., oil	16.58
Chicago Auto Co., casings and inner tubes	32.42
Beckley-Ralston Co., automobile accessories	32.79
Joseph Halsted Co., sheet iron	14.50
Chicago Republic Truck Co., repairing automobiles	7.15
Chicago Engineer Supply Co., pipe, tees, etc	6.89
Maypole Garage, automobile storage	12.10
Irving Park Livery and Gararge	6.00
H. G. Wilson. Sec'y, cash expenditures, January, 1917	125.17
	$9,540.42

He, also, presented a list of bills for maintenance of the Kelly Branch and moved that the bills be ordered paid from the Kelly Branch Fund.

Carried.

Yeas—Directors Ksycki, Healy, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Consumers Co., coal	$100.50
Commonwealth Edison Co., current	36.53
Chicago Telephone Co., telephone	3.75
	$140.78

REPORTS.

The Assistant Librarian presented the statistical report of the Librarian for the month of January, 1917, which was received and ordered published.

On motion of Director Ksycki, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR JANUARY, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of January was 523,112; for the corresponding month of the previous year 407.560. The circulation was from the following sources:

Central Library	78,910
Branches	295,684
Stations	73,196
Traveling Libraries	50.786
Deposits and Miscellaneous	24,536
	523,112

The following is a summary of the books obtained at the Central Library:

Main Collection	34,279
Open Shelf	35,155
Hughes Room	2,917
Music Room	2,768
Information Desk (Teachers and special cards)	2,601
Miscellaneous	574
Books for the Blind	479
Documents	137
	78,910

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	3,106	292	3,398
Austin	11,467	443	11,910

Austin High	3,000	....	3,000
Bessemer Park	5,290	308	5,598
Blackstone	9,790	510	10,300
Burr School	8,092	252	8,344
Cornell Square	4,646	133	4,779
Davis Square	2,591	81	2,672
Douglas Park	20,443	2,941	23,384
Dvorak Park	6,148	139	6,287
Eckhart Park	6,291	388	6,679
Englewood High	1,707	....	1,707
Forestville School	2,851	153	3,004
Fuller Park	5,804	255	6,059
Hamilton Park	6,902	330	7,232
Hamlin Park	5,436	144	5,580
Harden	802	19	821
Harrison High	4,381	....	4,381
Hebrew Institute	12,359	1,300	13,659
Holstein Park	6,642	211	6,853
Humboldt	16,338	2,020	18,358
Independence Park	4,512	323	4,835
Kelly	16,924	491	17,415
Lewis Institute	17,129	1,005	18,134
Lincoln Center	7,801	478	8,279
Logan Square	10,215	499	10,714
Mark White Square	4,805	210	5,015
Ogden Park	11,529	315	11,844
Palmer Park	5,192	174	5,366
Pulaski Park	4,583	93	4 676
Scanlan School	5,917	73	5,990
Senn High	3,385	....	3,385
Seward Park	7,428	490	7,918
Sheridan	13,155	458	13,613
Sherman Park	6,433	206	6,639
Stanford Park	6,162	327	6,489
Stanton Park	5,157	94	5,251
Sumner School	6,027	195	6,222
Walker	3,064	102	3,166
West 26th Street	12,180	197	12,377
Total	295,684	15,649	311,333

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	1,751	211	1,962
Ashburn	38	..	38
Birchwood	578	..	578
Brighton Park	1,911	...	1,911
Butler House	2,995		2,995
Cheltenham	1,002	43	1,045
Chicago Lawn	1,994	..	1,994
Dauphin Park	1,402	226	1,628
Dunning	1,561	..	1,561
Edgewater	861	175	1,036
Edison Park	1 208	..	1,208
Fernwood	945	..	945
Gano	1,123	..	1,123
Grand Crossing	2,411	78	2,489
Gresham	3,228	64	3,292
Hermosa	781	..	781
Irving Park	578	90	668
Longwood	1,098	..	1,098
Mayfair	1,108	..	1,108
Norwood Park	203	..	203
Park Manor	1,105	165	1,270
Ravenswood	1,676	348	2,024
Rogers Park	4,933	136	5,069
East Rogers Park	1,454	426	1,880
South Shore	374	..	374
Washing'n Heights	821	..	821
West Brighton	1,991	..	1,991
West Englewood	1,005	..	1,005
West Pullman	2,691	..	2,691
West Ravenswood	1,580	279	1,859
Woodlawn	6,380	1,861	8,241
Total	50,786	4,102	54,888

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	295,684	15,649	311,333
Traveling Libraries	50,786	4,102	54,888
Business House Deposits	23,151	2,513	25,664
Miscellaneous References	1,385	.....	1,385
Total	371,006	22,264	393,270

Of the 73,196 books supplied through the Stations Department, 15,649 were sent to 36 branches and 57,547 to 75 stations. The books supplied for the same month of the preceding year numbered 65,975 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 20,120.

REFERENCE ROOM.

Number of books issued from stacks 39,238
Number of recorded visitors 16,184

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 6,258. Visitors, 1,413.

HUGHES ROOM.

Volumes circulated, 2,917; pictures circulated, 2,262; visits from school classes, 1; recorded visitors, 3.551. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 5.765. Newspapers, 660. Visitors, 1,707.

CIVICS ROOM.

Magazines issued, 1,886; directories consulted, 2,784; bound documents used, 1,780; books, 1,160; pamphlets, 11,535. Visitors, 5,654; package libraries circulated, 118.

STUDY ROOM

Volumes consulted, 3,631. Visitors, 4,542.

READING ROOM.

Periodicals issued at the counter at Central Library, 12,854. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 130,308.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 8,169; issued in January of the previous year, 6,958.

Number of juvenile cards issued, 2,674; research cards, 7; vacation cards....., teachers'cards, 142; summer cards..... The number of three-year cards outstanding is 207,206.

BINDERY DEPARTMENT.

Number of books at binderies January 1, 1917	9,726
Number of books sent to binderies in January, 1917	5,084
Total number of books at binderies in January, 1917	14,810
Number of books received from binderies in January, 1917	5,934
Number of books at binderies February 1, 1917	8,876
Number of books repaired in Library in January, 1917	7,851

GROWTH OF THE LIBRARY.

The total number of volumes in the Library February 1, 1917, was 758,648. Received since June 1, 1916, 74,575; since January 1, 1917, 13,472. Books worn out and discarded since June 1, 1916, 15,969; since January 1, 1917, 2,000. Books lost and paid for since June 1, 1916, 1,124; since January 1, 1916, 127. Books found and money refunded since June 1, 1916, 117; since January 1, 1917, 23.

HENRY E. LEGLER,
Librarian.

CHICAGO, February 12, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 26, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Lagorio, Healy, Mayer and Barr.

Absent—Directors Breyer, Ksycki, Pokorney and O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held February 12, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

A petition was received from citizens in the vicinity of Milwaukee and Montrose avenues, requesting the Board to establish a traveling library at No. 4410 Milwaukee avenue.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Lagorio presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Lagorio, Healy, Mayer, Barr and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that the sum of $15,000 be and the same is hereby appropriated out of the book fund for March purchases, in addition to the unexpended February balance previously appropriated.

Book orders based on the recommendations of the Librarian have been authorized as follows out of the February appropriation:

Main Collection:	952 vols., 186 pamphlets,	$ 917.00
Branch Collection:	4542 vols.,	4330.00
Deposit Collection:	375 vols.,	309.00

Reserve Collection:	12 vols.,	13 00
Kelly Fund:	195 vols.,	192.00
Total:	6076 vols., 186 pamphlets,	$5761.00

Respectfully submitted,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Feb. 26, 1917.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages: Robert Berg, February 15; Sidney Dalsey, February 19; Benjamin Rosenbaum, February 18.

Junior library assistant: Dagne Arentz, March 25.

Your Committee recommends that leave of absence be granted as follows:

Helen Doan, junior library assistant, one month from February 1.

Agnes F. Cronin, janitress, extension for three months from February 15.

James H. Biddle, senior library assistant, February 1 to 10, inclusive, on half-pay.

Julia A. Gerloff, senior library assistant, January 20 to February 22, inclusive, without deduction of salary.

Evelyn W. Morgan, senior library assistant, February 5 to 10, inclusive, without deduction of salary.

Alice J. Peterson, junior library assistant, February 1 to 8, inclusive, without deduction of salary.

In the three cases last named your Committee has recommended that full pay be granted because it appears to our satisfaction that illness was contracted through contagion while on duty. This action, however, is not to be taken as a precedent.

Respectfully submitted,
OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Feb. 26, 1917.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Barr, for the Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Lagorio, Healy, Mayer, Barr and the President—5.

Nays—None.

Thogersen & Erickson, carpenter work, Woodlawn Branch	$1,800.00
Barrett & McCall, final payment plumbing and sewer work, Woodlawn Branch	615.00
W. H. Dorothy, final payment plastering work, Woodlawn Branch	269.00
Henry Newgard, 1st and final payment electric wiring, Woodlawn Branch	268.00
J. G. McCarthy, 1st payment painting and varnishing, Woodlawn Branch	150.00
Sprague Smith Co., 1st and final payment glazing, Woodlawn Branch	132.02
Winslow Bros. Co., bronze tablet, Woodlawn Branch	115.00
Wm. H. Vallas, final payment roof, Woodlawn Branch	42.00
	$3,391.02

Director Barr also recommended, on behalf of the Committee, that the Secretary be authorized to purchase not to exceed ten No. 10 Royal typewriting machines at a cost of $72.90 each.

Also that the Secretary be authorized to place fire insurance to the extent of $20,000.00 on the building and contents of the Woodlawn Branch, 6247-49 Kim-

bark avenue, at a rate of 50 cents for a five-year term.

Director Barr moved that the recommendations of the Committee be concurred in:

Carried.

Yeas — Directors Lagorio, Healy, Mayer, Barr and the President—5.

Nays—None.

SPECIAL COMMITTEES.

The President, Director Henius, presented a report of the Special Committee on the formal opening of the Woodlawn Branch.

Director Barr moved that the report be received and spread upon the records.

Carried.

The following is the report:

To the Board of Directors.

Gentlemen:—I have the honor to present my final report, as your Committee, to arrange for the formal opening of Woodlawn Branch.

After numerous delays due to scarcity of material, to weather conditions and other unforeseen circumstances, this building was finally completed in time for the opening exercises which were set for the evening of Lincoln's Birthday, February 12th. A brief program was arranged, consisting of the delivery of the key by the Chairman of your Committee on Buildings and Grounds, Col. James J. Healy, and its acceptance, followed by two short addresses which His Honor the Mayor and Superintendent of Schools John D. Shoop were invited to deliver. The Mayor was unable to be present and designated Mr. Harry B. Miller, city attorney, to represent him. To Mr. Miller and to Mr. Shoop our thanks are due, and are hereby tendered, for their contributions to the exercises. Mr. Theodore Jessup, on behalf of the Woodlawn Library Committee, presented a handsome mahogany clock as a memorial to the late Mrs. Winifred Risinger, who, up to her death in 1912, had been an active leader in social improvement in this community. Mrs. Charles E. Merriam, Chairman of the Woodlawn Library Committee, spoke of Woodlawn's library spirit and gave a brief history of the movement culminating in the erection of this Branch. I wish to record here the full appreciation on the part of this Board of the helpful and sustained interest displayed by the Woodlawn Library Committee and Mrs. Merriam, both in making possible the maintenance of the deposit station which preceded Woodlawn Branch and in furthering the plans for the Branch itself and for the exercises marking its completion.

To my great personal regret I was obliged to forego the pleasure of presiding over the exercises, being, almost at the last moment, compelled to leave the city on an urgent business engagement. In the absence, also, of the Vice-President, I called upon Dr. A. Lagorio to assume the Chairmanship, and I here record my deep appreciation and thanks to Dr. Lagorio for his prompt and cheerful acceptance of the responsibility so suddenly thrust upon him. It is unnecessary for me to add that he performed this duty most gracefully and with credit and honor to himself and to this Board. My address, previously prepared, was read by the Assistant Librarian, Mr. Carl B. Roden.

Invitations to be present at the opening of Woodlawn Branch were mailed to about five hundred persons, including city officials, members of the South Park Board, all former members of this Board, principals of south side schools, members of the City Council and the Board of Education, and many others whose names were submitted by the ladies of the Woodlawn Library Committee. Two hundred and fifty invitation cards were

also turned over to the latter Committee for distribution. One thousand copies of the program were also printed and widely distributed as a means of advertising the event. Seat cards were issued to those especially invited to occupy seats on the platform and in the reserved section. Small ribbon badges were provided for the members of the Board and of the Woodlawn Library Committee. The number of persons present was well over three hundred. Six members of this Board were in attendance and an opportunity was given the audience at the close of the program to meet the Board members. Cordial expressions of approval and admiration of the handsome new Library Branch were heard on all sides, and we may be sure that the building and its equipment and contents will give great satisfaction and will meet with widespread appreciation on the part of the Community. It was most unfortunate that the Chief Librarian was unable to take part in the exercises which formally marked the completion of the first branch planned by him in accordance with his great project for reorganizing the library service for the whole city. His absence was felt and regretted by all, and good wishes for his complete restoration to health were generally voiced.

Our acknowledgments are due to the Secretary of the Board, to the Assistant Librarian, and to the Chief of Branches for their co-operation and active interest in making all things ready for the opening. Fixtures, furniture, books and all other necessary equipment were in place, and library service began at nine o'clock on Tuesday morning, February 13th. Only by hard, continuous and harmonious work during the final week was this result made possible. Mr. Phelan, Miss Farquhar, the librarian of Woodlawn Branch, and a large staff of assistants worked steadily for four days and evenings installing the six thousand books now in service at this branch, a task which was rendered more difficult by the fact that workmen were still in the building, up to the last moment, erecting fixtures, laying the cork carpet and finishing woodwork.

Finally, we acknowledge with appreciation the professional services and interest of our architect, Mr. Clarence E. Frazier.

All of which is respectfully submitted,

MAX HENIUS.

CHICAGO, Feb. 26, 1917.

On motion of Director Mayer, the Board adjourned.

A. L. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 12, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Lagorio, Pokorney, Mayer and Barr.

Absent — Directors Breyer, Ksycki, Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Barr, the reading of the minutes of the regular meeting held February 26, 1917, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Lagorio, Pokorney, Mayer, Barr and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows out of the March appropriation:

Main Collection:	1326 vols., 247 pamphlets,	$1179.00
Branches:	6483 vols.,	5288.00
Deposits:	515 vols.,	485.00
Kelly Fund:	336 vols.,	296.00
Rental Collection:	182 vols.,	175.00
Total:	8842 vols., 247 pamphlets,	$7423.00

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Mar. 12, 1917.

Director Pokorney also presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library submits the following recommendations:

Appointing Isaac Helper as station

keeper at 426 North Kedzie avenue, in place of Harry Robbins, resigned.

Establishing a deposit station at 1243 North Wood street and transferring the delivery station at 2043 West Division street to this place.

Establishing a deposit station at 4410 Milwaukee avenue.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Mar. 12, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Pokorney, Mayer, Barr and the President—5.

Nays—None.

Marsball Field & Co., books	$10,089.48
C. V. Ritter, books	232.10
L. H. Lund, books	119.60
A. Kroch & Co., books and subscriptions	136.38
A. L. A. Publishing Board, books	90.00
Jessie T. Fuebrer, books	33.20
H. W. Wilson Co., books	21.30
E. P. Dutton & Co., books	8.05
Dr. Andrew A. Gour, books	9.00
The Independent, books	5.00
Ralph Fletcber Seymour, books	4.80
Samuel French, books	6.90
Rand, McNally & Co., books	4.20
Artbur H. Clark Co., books	3.60
R. L. Polk & Co., books	3.00
International Engineering Congress, subscriptions	30.00
American Academy of Political and Social Science, books	5.30
J. M. Hanson-Bennett Magazine Agency, subscriptions	28.35
Geo. E. Koehler & Son, binding	924.15
Brabandt & Valters Book Binding Co., binding	648.94
Nortbwestern Bindery, binding	491.88
Joseph Flucke & Son, binding	486.76
Burgmeier Book Bindery, binding	292.20
John Seybold, binding	127.47
Clayton F. Summy Co., hinging music	17.53
Slade, Hipp & Meloy, gummed muslin	12.00
Tucker-Kenworthy Co., printing	673.43
Dwigbt Bros. Paper Co., paper	70.53
James White Paper Co., paper	24.48
Max Stern's Sons, printing	100.25
Cameron, Amberg & Co., cash boxes, printing, cutting and tabbing	50.98
James Watson & Co., printing	27.80
Holmes Mfg. Co., embossed memo heads	9.50
Geo E. Cole & Co., stationery	20.90
Tablet and Ticket Co., gummed letters and figures	10.20
Dennison Mfg. Co., fasteners	4.00
Universal Stamp and Stencil Works, pencil tops, dates, rubber stamps	22.60
Goodyear Rubber Co., rubber bands	12.50
Hammond Typewriter Co., ribbons	7.00
Rockwell-Barnes Co., clips	5.00
Eugene Dietzgen Co., blue prints	3.01
Library Bureau, book pockets, cards, etc	310.63
Swigart Paper Co., paper	89.61
J. W. Butler Paper Co., paper	16.64
Bradner Smith & Co., paper	4.15
Arabol Mfg. Co., glue	12.35
Thompson & Co., mimeographing	13.40
H. G. Wilson, Sec'y, cash expenditures February, 1917	281.02
	$15,601.17

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Lagorio, Pokorney, Mayer, Barr and the President—5.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$164.35
Geo. E. Koehler & Son, binding	33.19
Brabandt & Valters Book Binding Co., binding	14.30
Joseph Flucke & Son, binding	9.29
The Public, subscription	1.17
	$222.30

Rental Collection.

Marshall Field & Co., books	$92.69

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instruc-

tions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages: Aaron E. Butler, March 6; Tracy H. Smith, March 6.

Junior library assistants: Helen R. Beaumont, February 10; Katharine H. Firebaugh, February 28.

Your Committee recommends leaves of absence as follows:

Helen Doan, junior library assistant, extension of leave for six months from March 1.

Anna V. Donnelly, senior library assistant, extension of leave for three months from March 11.

Lillian Kennedy, junior library assistant, extension of leave for six months from March 26.

Emanuel Holy, chief of division, February 28 to March 9, inclusive, without loss of salary, absence having been due to illness.

John Ampey, janitor, for a period of twenty-five days, on account of injury received in the performance of duty, with compensation of $37.70, being the difference between his salary of $56.45 for this period and $18.75 received under the compensation act of the state.

Respectfully submitted.

OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Mar. 12, 1917.

He, also, presented the list of vacancies and appointments for February, 1917, which was received and ordered published.

The following is the list:

Lester Arkin, page, appointed February 12, $300 per year.

Helen R. Beaumont, junior library assistant, resigned February 10.

Robert Berg, page, resigned February 15.

William Bridges, janitor, appointed temp. February 8, $840 per year; separated February 9; appointed temp. February 12, $840 per year.

Joseph Cahill, page, appointed temp. February 26, $300 per year.

Edna Clanton, library typist, appointed February 13, $420 per year.

Aaron Cohn, page, appointed temp. February 19, $300 per year; separated February 20.

Lucile J. Cumfer, page, appointed temp. February 5, $300 per year; separated February 18; appointed civil service February 19, $300 per year.

Sidney Dalsey, page, resigned February 19.

Michael De Friere, page, separated February 18; appointed civil service February 19, $300 per year.

George Degen, page, separated February 6.

Edith Dowell, junior library assistant, appointed temp. February 8, $420 per year; separated February 18.

Michael Doyle, page, separated February 18; appointed civil service February 19, $300 per year.

Roberta Dreyer, junior library assistant, separated February 4.

Benjamin Einhorn, page, appointed February 2, $300 per year.

Olive Enos, page, appointed temp. February 5, $300 per year.

Francis Evans, page, appointed temp. February 24, $300 per year.

Lydia M. Field, junior library assistant, separated February 4

Katharine H. Firebaugh, junior library assistant, resigned February 28.

Ralph Fletcher, page, appointed temp. February 16, $300 per year.

Walter P. Greene, page, appointed February 5, $300 per year.

Charles A. Halstead, page, appointed temp. February 16, $300 per year; separated February 25; appointed civil service February 26, $300 per year.

Peter Hansen, janitor, appointed temp. February 27, $40 per month.

Clarence Hardin, page, separated February 16.

Bob Jones, janitor, separated February 18

James Keith, page, separated February 25.

Edwin Kinzig, page, appointed temp. February 10, $300 per year.

John Korzen, janitor, appointed temp. February 21, $20 per month; separated February 23.

Vaclav Kosner, senior library assistant, separated January 25.

Lillian Leviash, junior library assistant, resigned February 25.

Florence McKenzie, janitress, separated February 10.

Patrick Malone, page, appointed February 5, $300 per year.

George Marcks, page, appointed temp. February 26, $300 per year; separated February 27.

Ruth Marlatt, page, separated February 12; appointed civil service February 13, $300 per year.

Horace Meredith, page, separated February 18; appointed civil service February 19, $300 per year.

Harry Morgan, page, separated February 12; appointed civil service February 13, $300 per year.

Abraham Neider, page, separated February 18; appointed civil service February 19, $300 per year.

Jacob Nemerofsky, page, resigned February 4.

Estelle Parmele, page, separated February 12; appointed civil service February 13, $300 per year.

Nellie Patterson, junior library assistant, separated February 1.

Charles Pivovitz, page, appointed temp. February 21, $300 per year.

Benjamin Rosenbaum, page, resigned February 18.

Pauline Rothgeb, page, separated February 4.

Paul Rupprecht, page, appointed February 5, $300 per year.

Arnold Samuelson, page, appointed temp. February 24, $300 per year; separated February 25; appointed civil service February 26, $300 per year.

Alice E. Shutter, junior library assistant, separated February 4.

Frank Smith, janitor, appointed temp. February 11, $780 per year; separated February 25; appointed temp. February 26, $780 per year; separated February 29.

Will H. Sykes, elevator operator, appointed temp. February 17, $900 per year; separated February 25.

Rene Theriault, page, separated February 15.

Eli Tigay, page, appointed temp. February 23, $300 per year; separated February 25; appointed civil service February 26, $300 per year.

Edward Turner, janitor, separated February 10.

Gerald White, page, appointed February 20, $300 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of a majority of the Committee, Director Barr moved that the matters in the hands of the Committee be considered in open Board.

Carried.

Director Barr presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Lagorio, Pokorney, Mayer, Barr and the President—5.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co, Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric current	141.12
Peoples Gas Light & Coke Co., gas	19.68
Chicago Telephone Co., telephone service	77.74
Sanitary Office Towel Co., laundering towels	37.84
Individual Towel & Cabinet Service Co., clean towel supply	9.20
Haegele Ice Co., ice	11.85
Bullard & Gormley Co., hardware	30.53
Remien & Kuhnert Co., janitor supplies	6.90
The Adair Company, rental of chairs	13.50
American Type Founders Co., type	11.10
Owen F. Fay Livery Co., automobile service	17.50
Pottinger-Flynn Coal Co., coal	1,260.38
Krehbiel Co., coal analysis	25.00
John Mohr & Sons, repairs to boiler	104.20
W. H. Salisbury & Co., belting	24.95

Lammert & Mann, relining piston rod packing sleeve	5.53
D. J. Gallagher Mfg. Co., waste, etc	21.52
Bartell Bros., kerosene	6.00
Citizens Street Cleaning Bureau, removing cinders	33.60
Western Electric Co., mazda lamps	26.01
Inland Electric Co., electrical supplies	4.70
Roth Bros. & Co., repairing motor, etc	70.95
Thayer & Lynn, reinsulating commutator	31.20
Perkins Machine Co., repairs to elevator	19.50
Inter Ocean Cabinet Co., furniture for Woodlawn Branch, etc	3,094.16
Marshall Field & Co., linoleum, etc., Woodlawn Branch	926.27
Newton & Hoit Co., furniture for Woodlawn Branch	96.50
Fred A. Phillips, fire insurance on Woodlawn Branch	100.00
Peerless Electric Co., repairs on wiring bookstacks	239.21
George Green Lumber Co., compo boards	18.00
Geo. D. Milligan, painting in connection with new stacks	11.79
Standard Oil Co., gasoline	242.10
Valvoline Oil Co., oil	16.40
C. J. Holdrege & Co., tires	96.84
Chicago Republic Truck Co., automobile parts	33.16
Beckley-Ralston Co., automobile accessories	28.41
James Motor Co., automobile part	7.12
Wright Cooler & Hood Mfg. Co., auto radiator	68.00
Peerless Electric Co., repairs on armature and commutator	17.25
Maypole Garage, auto storage	13.30
Irving Park Livery and Garage, auto storage	6.00
H. G. Wilson, Sec'y, cash expenditures, February, 1917	185.68
	$8,053.19

He, also, presented a list of bills for maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Yeas—Directors Lagorio, Pokorney, Mayer, Barr and the President—5.

Nays—None.

Commonwealth Edison Co., current	$ 24.21
Chicago Telephone Co., service	3.75
	$27.96

Director Barr moved that the Secretary be authorized to advertise for proposals for fire insurance on the Chicago Public Library building, and also for proposals for general liability insurance.

Carried.

Director Barr also moved that the Secretary be authorized to purchase an A. B. Dick Company mimeographing outfit at a cost not to exceed $83.00.

Carried.

REPORTS.

The Librarian presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In the development of the Board's plans for displacing the delivery stations with more suitable agencies, the stage has been reached when it would be desirable to make a considerable addition to the number of deposit stations. It is respectfully requested that the matter be referred to the Committee on Library with a view to formulating a detailed plan for the putting into effect by July or August next of such part of the program as will lead to the earliest discontinuance of the delivery stations' system as suggested, and the substitution therefor of deposit stations with special delivery service.

Respectfully,
HENRY E. LEGLER,
Librarian.

CHICAGO, Mar. 12, 1917.

Director Lagorio moved that the report be referred to the Committee on Library.

Carried.

The Librarian, also, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The National Conference of Community Centers will be held in Chicago next month, various official bodies and non-official agencies of this city kindred in purpose having been invited to participate. Inasmuch as the Public Library is an important feature of

the Community Center Movement in which Chicago has been a pioneer and leader, it is respectfully suggested that a suitable appropriation be made, to be expended under the direction of the Librarian, for the purpose of installing an exhibit in the Main Library, bringing out the features of such work as represented in the Chicago library system.

Respectfully,

HENRY E. LEGLER,
Librarian.

CHICAGO, Mar. 12, 1917.

Director Barr moved that the Librarian be authorized to expend seventy-five dollars for the above purpose.

Carried.

The Librarian, also, recommended certain changes in the delivery room.

Referred to the Committee on Buildings and Grounds.

The Librarian, also, presented his statistical report for February, 1917, which was received and ordered published.

On motion of Director Barr, the Board adjourned.

A. S. Wilson
Secretary.

REPORT OF LIBRARIAN FOR FEBRUARY, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of February was 499,605; for the corresponding month of the previous year 410,266. The circulation was from the following sources:

Central Library	75,146
Branches	289,280
Stations	64,338
Traveling Libraries	45,913
Deposits and Miscellaneous	24,928
	499,605

The following is a summary of the books obtained at the Central Library:

Main Collection	32,869
Open Shelf	33,309
Hughes Room	2,912
Music Room	2,430
Information Desk (Teachers and special cards)	2,446
Miscellaneous	582
Books for the Blind	440
Documents	158
	75,146

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2 789	330	3,119
Austin	11,253	377	11,630
Austin High	3,421	....	3,421
Bessemer Park	4 729	302	5,031
Blackstone	9,436	565	10,001
Burr School	6,974	234	7,208
Cornell Square	4 084	133	4,217
Davis Square	2,377	84	2,461
Douglas Park	17,731	1,018	18,749
Dvorak Park	6,018	143	6,161
Eckhart Park	6,068	329	6,397
Englewood High	2,635	....	2,635
Forestville School	2,854	190	3,044
Fuller Park	6,309	286	6,595
Hamilton Park	6,612	325	6,937
Hamlin Park	5,014	183	5,197
Hardin	6,719	99	6,818
Harrison High	4,643	....	4,643
Hebrew Institute	10,007	1,106	11,113
Holstein Park	6,361	217	6,578
Humboldt	14,308	1,629	15,937
Independence Park	4,232	348	4,580
Kelly	15,533	501	16,034
Lake View High	1,162	...	1,162
Lewis Institute	14,443	1,049	15,492
Lincoln Center	8,176	470	8,646
Logan Square	9,173	520	9,693
Mark White Square	4,604	183	4,787
Ogden Park	10,769	348	11,117
Palmer Park	4,830	125	4,955
Pulaski Park	4,327	100	4,427
Scanlan School	4,255	38	4,293
Senn High	3,643	....	3,643
Seward Park	6,775	489	7,264
Sheridan	12,154	449	12,603
Sherman Park	6,266	188	6,454
Stanford Park	5,554	235	5,789

Stanton Park	4,604	148	4,752
Sumner School	5,621	202	5,823
Walker	3,172	137	3,309
West 26th Street	11,176	159	11,335
Woolawn	8,469	510	8,979
Total	289,280	13,749	303,029

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	1,874	198	2,072
Assoc. House	451	..	451
Birchwood	689	..	689
Brighton Park	1,855	..	1,855
Butler House	2,897	.	2,897
Cheltenham	1,050	56	1,106
Chicago Lawn	1,830	..	1,830
Dauphin Park	1,138	288	1 426
Dunning	1,407	..	1,407
Edgewater	999	177	1,176
Edison Park	1,138	..	1,138
Fernwood	939	..	939
Gano	936	..	936
Grand Crossing	2,176	91	2,267
Gresham	2,888	53	2,941
Hegewisch	1,464	..	1,464
Hermosa	1,089	..	1,089
Irving Park	527	106	633
Longwood	1,068	..	1,068
Mayfair	1,195	..	1,195
Norwood Park	200	..	200
Park Manor	1,733	206	1,939
Ravenswood	1,503	310	1,813
Rogers Park	4,488	87	4,575
East Rogers Park	1,263	315	1,578
South Shore	539	..	539
Washing'n Heights	534	..	534
West Brighton	1,218	..	1,218
West Englewood	864	..	864
West Pullman	2,201	..	2,201
West Ravenswood	1,592	270	1,862
West Ridge	259	..	259
Woodlawn	1,909	1,089	2,998
Total	45,913	3,312	49,225

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	289,280	13,749	303,029
Traveling Libraries	45,913	3,312	49,225
Business House Deposits	23,359	2,461	25,820
Miscellaneous References	1,569	.....	1,569
Total	360,121	19,522	379,643

Of the 64,338 books supplied through the Stations Department, 13,749 were sent to 37 branches and 50,589 to 72 stations. The books supplied for the same month of the preceding year numbered 66,296 volumes.

The circulation department was open on 22 week days. The daily average week day circulation was 22,709.

REFERENCE ROOM.

Number of books issued from stacks.....37,812
Number of recorded visitors.....15,518

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 5,189. Visitors, 1,197.

HUGHES ROOM.

Volumes circulated, 2,912; pictures circulated, 2,201; visits from school classes, 2; recorded visitors, 3,276. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,680. Newspapers, 621. Visitors, 1,497.

CIVICS ROOM.

Magazines issued, 1,717; directories consulted, 2,230; bound documents used, 1,670; books, 814; pamphlets, 10,545. Visitors, 5,034.

STUDY ROOM

Volumes consulted, 3,503. Visitors, 4,282.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,964. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 119,880.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 8,306; issued in February of the previous year, 7,685.

Number of juvenile cards issued, 2,603; research cards, 7; vacation cards..... teachers'cards, 135; summer cards..... The number of three-year cards outstanding is 215,429.

BINDERY DEPARTMENT.

Number of books at binderies January 31, 1917	8,876
Number of books sent to binderies in February, 1917	7,000
Total number of books at binderies in February, 1917	15,876
Number of books received from binderies in February, 1917	6,805
Number of books at binderies February 28, 1917	9,071
Number of books repaired in Library in February, 1917	7,216

GROWTH OF THE LIBRARY.

The total number of volumes in the Library March 1, 1917, was 773,403. Received since June 1, 1916, 91,330; since February 1, 1917, 16,755. Books worn out and discarded since June 1, 1916, 17,969; since February 1, 1917, 2,000. Books lost and paid for since June 1, 1916, 1,124. Books found and money refunded since June 1, 1916, 117.

HENRY E. LEGLER,
Librarian.

CHICAGO, March 12, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 26, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Lagorio, Ksycki, Pokorney, Mayer and Barr.

Absent—Directors Breyer, Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Lagorio, the reading of the minutes of the regular meeting held March 12, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. M. E. Lord, resigning as keeper of delivery station No. 28 South, and from Mrs. R. A. Hermes, requesting the Board to appoint her keeper of delivery station No. 28 South.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that the sum of $10,000 be and the same is hereby appropriated out of the book fund for April purchases, in addition to the unexpended March balance previously appropriated.

Book orders based on the recommendations of the Librarian have been

authorized as follows out of the March appropriation:

Main Collection:	1769 vols., 178 pamphlets,	$1654.00
Branch Collection:	1282 vols.,	1264.00
High School Collection:	1256 vols.,	1756.00
Deposit Collection:	596 vols.,	603.00
Reserve Collection:	478 vols.,	503.00
Rental Collection:	105 vols.,	100 00
Kelly Fund:	382 vols.,	265.00
Total:	5868 vols., 178 pamphlets,	$6125.00

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Mar. 26, 1917.

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Reporting upon a recommendation submitted by the Librarian at the last meeting that steps be taken at as early a date as possible to supplant delivery stations with deposit stations, your Committee on Library herewith submits the result of its investigations and conclusions:

There are at the present time, in addition to substations located in branches and in business houses, delivery stations located as follows:

South Side:	22
West Side:	37
North Side:	15
Total:	74

During the last calendar year the total circulation of books through all delivery stations was 736,301. Of this total 139,434 represented volumes issued through the branches, leaving a total of 596,867 issues to the credit of the delivery stations comprised in the above summary. In this service there were engaged directly on an average of thirty-nine employés, including six automobile operators. Of the others, sixteen are pages, unskilled and for the most part incompetent because of the frequent changes and consequent unreadiness to perform expeditious and accurate service. As a result of the conditions which surround the stations deliveries, frequent complaints have been received from patrons. The time has arrived, in our judgment, when in the development of this library the delivery stations should be replaced with agencies more satisfactory and more profitable than their possibilities permit. If the resources at the disposal of the library were abundant a sufficient number of branch libraries could be established to give ideal service. For want of sufficient funds to carry out this purpose the next best step is advisable—the establishment of deposit stations, supplemented wherever possible with periodical deliveries from the main collection. That these latter give greater satisfaction to those who have occasion to use the library and are unable to get to the main building or to the branches is evidenced by the experience of the past five years in the localities where deposit stations have displaced delivery stations. The relative use of these is indicated by the following statistics of circulation, the figures for 1911 showing the annual circulation while maintained as delivery stations, those for 1916 showing the year's circulation in the same places as deposit stations:

	1911	1916
Dauphin Park	5,107	18,247
Rogers Park	9,559	41,020
Chicago Lawn	8,444	21,105

Edison Park	2,466	10,227
Grand Crossing	9,523	26,407
Gresham	5,332	31,440
Irving Park	6,456	7,045
Longwood	1,698	8,748
Mayfair	3,002	11,380
Park Manor	9,639	9,678
Ravenswood	13,543	21,988
West Pullman	5,956	29,052

It will thus be seen that in the twelve places noted above delivery stations issues comprised 80,725 volumes, and the deposit stations issues for an equivalent period comprised 236,337 volumes.

Moreover the hauling of books back and forth daily in trunks subjects them to extraordinary wear and tear and greatly shortens the life of the average volume used in this service. Your Committee is unanimously of the opinion that the recommendation of the Librarian to discontinue the delivery stations as such and to establish in lieu thereof deposit stations of suitable size should be carried into effect at as early a date as possible. Economy of effort and multiplied use of books will undoubtedly result as soon as the new plans have been put into complete effect. Your Committee, therefore, recommends that the Librarian be and he is hereby authorized to progressively substitute deposit stations for delivery stations, closing the smaller delivery stations altogether. The following list of places now operated as delivery stations is recommended for deposit stations in accordance with this program, subject to the usual conditions which pertain to the establishment of such agencies:

2 North	2004	Larrabee street
3 North	2544	Lincoln avenue
6 North	439	North avenue
10 North	2932	N. Clark street
13 North	3711	Southport avenue
15 North	5042	N. Clark street
16 North	1514	Irving Park boulevard
20 North	3456	N. Hoyne avenue
2 South	304	E. 31st street
11 South	956	E. 55th street
13 South	533	E. 47th street
16 South	146	W. 69th street
17 South	710	E. 63rd street
30 South	313	E. 58th street
38 South	632	E. 61st street
43 South	753	E. 75th street
2 West	1722	Grand avenue
6 West	728	S. Western avenue
10 West	4216	W. Madison street
12 West	2856	W. Madison street
16 West	4055	W. 26th street
17 West	3308	W. 12th street
28 West	3054	W. Harrison street
31 West	3123 3125	W. 22nd street
41 West	2013	W. 12th street
47 West	2138	W. North avenue
51 West	3684	Milwaukee avenue
58 West	2833	Diversey avenue

In connection with this subject your Committee is of the opinion that a higher grade of page service should be secured, and this is possible only by giving more adequate compensation for this type of service. It is, therefore, recommended that the Committee on Administration report to the Board at as early a date as practicable a revision of salary schedules with groupings affecting Grade I based on a minimum salary of $35.00 per month for pages instead of $25.00 as at the present time. It is further recommended that for the purpose of securing the necessary book supply to stock additional deposit stations, the sum of $10,000 be and the same is hereby appropriated from funds not otherwise appropriated for the purchase of books.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Mar. 26, 1917.

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has received the following resignations, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages: Abraham Appelbaum, March 10; Lee A. Parker, March 19; Claud V. Scott, March 21; Alexander Tannenbaum, March 18.

Window washer: Felix Del Greco, March 25.

Your Committee recommends that leave of absence be granted Stephen A. Ryan, page, for two months from April 1.

It is further recommended that the salary of the care-taker of Woodlawn Branch be and the same is hereby fixed at $90.00 per month, beginning with March 26, 1917.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Mar. 26, 1917.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the other members of the Committee, Director Barr stated, for the Committee, that steps had been taken to secure a new location for the Douglas Park Branch as the lease of the present store expires November 1st prox., and that the owner is unwilling to renew the lease for another term at a rental of less than $250.00 per month.

Your Committee has received a proposition from the owner of the lot situated at the southwest corner of West Twelfth street and St. Louis avenue to erect a building at the rear of that lot with an east frontage of 60 feet on St. Louis avenue and a depth of 69 feet; the room on the street floor to be designed with special regard to the needs of the Library, and that he was willing to make a lease for the store floor, including steam heat, for a term of five years at a rental of $125.00 per month.

Director Pokorney moved that the Committee be given authority to make a lease for a term of five years in accordance with the proposition received by the Committee on Buildings and Grounds.

Carried.

Yeas — Directors Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Director Barr moved that the Committee be authorized to make a lease with the owner for the second floor of the building located at No. 5640 W. Lake street, the present quarters of the Austin Branch, for a term of four years at a rental of $100.00 per month.

Carried.

Yeas — Directors Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—6.

Nays—None.

REPORTS.

The Librarian presented the following report which was received and placed on file:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The new branch authorized to be installed in the Morse School

will be ready for the use of the public during the present week. The initial collection comprises 1,492 volumes. Owing to an unusual scarcity of assistants the hours for this branch will, for the present, not include evening service.

Yours truly,
HENRY E. LEGLER,
Librarian.

CHICAGO, Mar. 26, 1917.

NEW BUSINESS.

Director Lagorio presented the following

MEMORIAL MINUTE.

The Board having learned of the death of John G. Garibaldi, a former member of the Library Board, desires to record its appreciation of his services during his term as a director of the Chicago Public Library.

Mr. Garibaldi was appointed as a member of the Library Board in July, 1900, and served as Chairman of the Committee on Buildings and Grounds, and as a member of the Committees on Finance and By-Laws.

Mr. Garibaldi recognized the great work that the Public Library could do in the education of Chicago's foreign born citizens and was active in carrying out his ideas for making the Library one of the great agencies for promoting good citizenship among his fellow countrymen.

Be it resolved, that this minute be spread upon the records of the Board and a copy thereof be sent to the family of the deceased.

Director Lagorio moved the adoption of the resolution.

Carried by rising vote.

The Secretary, at the request of Director Healy, presented the following

MEMORIAL MINUTE.

The Board of Directors of the Chicago Public Library has learned with sincere regret of the death of Judge Arba N, Waterman, a former member of this Board.

Arba N. Waterman's record both in civic and private life was one of influence and honor.

He served with distinction during the Civil War, enlisting as a private in Company G, 100 Illinois Volunteer Infantry, August 30, 1862, and was mustered out of service July 20, 1864, with the rank of Lieut. Colonel.

He served as Judge of the Circuit and Appellate Courts of Cook County, and in 1908 was appointed a director of the Chicago Public Library. During his membership on the Library Board he served as Chairman of the Committee on By-Laws and as a member of the Committees on Finance, Branch Reading Rooms and Delivery Stations.

As an expression of appreciation of the life and services of Arba N. Waterman, be it

Resolved, that this memorial minute be spread upon the records of this Board.

Director Ksycki moved the adoption of the resolution.

Carried by rising vote.

On motion of Director Pokorney, the Board adjourned.

H. E. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 9, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer and Barr.

Absent—Directors Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Lagorio, the reading of the minutes of the regular meeting held March 26, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Windsor Park and Cheltenham Business Men's Association requesting the Board to erect a branch library building in Windsor Park.

Referred to the Committee on Buildings and Grounds.

From International Union of Steam and Operating Engineers in reference to salaries paid to the engineers of the building.

Referred to the Committee on Administration.

From A. Varley, 3628 Milwaukee avenue, requesting the Board to establish a delivery station in his store at that number.

Referred to the Committee on Library.

From Minnie Hall, resigning as keeper of station No. 16 South, located at No. 146 W. Sixty-ninth street.

From William Beckham, requesting the Board to appoint him keeper of delivery station No. 16 South, he having purchased the store from the former keeper.

Referred to the Committee on Library.

From the Dunes Pageant Association in reference to the proposition of the creation of the Dunes National Park.

Director Lagorio moved that the Board endorse the proposition as outlined.

Carried.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows out of the April appropriation:

Main Collection:	1557 vols., 10 pamphlets,	$1602.00
Branch Collection:	774 vols.,	554.00
High School Collection:	12 vols.,	11.00
Reserve Collection:	141 vols.,	98.00
Kelly Fund:	6 vols.,	13.00
Total:	2490 vols., 10 pamphlets,	$2278.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $54.58, be paid from the incidental fund.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, April 9, 1917.

He, also, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Mrs. B. A. Hermes having purchased the store at 5902 Wentworth avenue, your Committee on Library recommends that station 28 South be transferred to her custody.

It is further recommended that station 29 West, located at 426 North Kedzie avenue, be discontinued after April 25th, as a branch has been opened in Morse School in the immediate neighborhood.

Respectfully submitted.

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, April 9, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Marshall Field & Co., books	$14,462.56
B. F. Stevens & Brown, books and subscriptions, £37/8/10 (est.)	182.31
C. V. Ritter, books	508.00
A. Kroch & Co., books and subscriptions	377.94
A. L. A. Publishing Board, books	92.25
Naples Jewelry Co., books	67.40
Tortorello Bros., books	62.15
United States Patent Office, books	50.00
L. H. Lund, books	42.36
H. W. Wilson Co., books	29.73
Central States Importing Co., colored postal cards	29.00
A. C. McClurg & Co., books	23.75
Boston Book Co., books	19.93
J. Doerner, books	15.00
E. G. F. Brill, books	11.40
R. L. Polk & Co., books	10.00
Benziger Bros., books	5.63
R. L. Polk & Co., books	5.00
Arthur H. Clark Co., books	4.50
R. S. Henshaw, subscriptions	34.30
J. M. Hanson-Bennett Magazine Agency, subscriptions	12.05
Geo. E. Koehler & Son, binding	1,147.36
Brabandt & Valters Book Binding Co., binding	842 87
Northwestern Bindery, binding	647.70
Joseph Flucke & Son, binding	264.09
Burgmeier Book Bindery, binding	228.85
John Seybold, gold lettering	193.29
Williamson Glue and Gum Works, paste and glue	20.07
Slade, Hipp & Meloy, gummed muslin	15.00
Tucker-Kenworthy Co., printing	63.50

Dwight Bros. Paper Co., paper	55.50
James White Paper Co., paper	24.00
Fred Klein Co., printing	289.00
Max Stern's Sons, printing, etc	112.25
Cameron, Amberg & Co., printing	68.75
Holmes Co., stationery	42.25
James Watson & Co., printing	30.45
J. Manz Engraving Co., half-tones and zinc etchings	6 64
Library Bureau, book pockets, cards, pamphlets, boxes, etc	303.60
Swigart Paper Co , paper	85.06
Bradner Smith & Co., paper and envelopes	68.27
Bright Envelope Mfg. Co., envelopes	64.91
Pilcher Hamilton Co., paper	63.92
Sewell-Clapp-Envelopes, envelopes	48.07
J. W. Butler Paper Co., paper	13.00
Hollis & Duncan, twine	12.50
Geo. E. Cole & Co., stationery	80.25
Rockwell-Barnes Co., paper	36.42
M. B. Cook Co., typewriting ribbons	20.00
Albert Hancock & Co., paper	14.50
Dennison Mfg. Co., glue and labels	7.63
Kirk's Ink Co., paste	3.90
Gerts, Lumbard & Co., brushes	5.47
Universal Stamp and Stencil Works, pencil tops, dates, rubber stamps	12.50
H. G. Wilson, Sec'y, cash expenditures March, 1917	336.36
	$21,273.19

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$367.13
C. V. Ritter, books	13.20
Geo. E. Koehler & Son, binding	28.70
Brabandt & Valters Book Binding Co., binding	10.83
Joseph Flucke & Son, binding	2.56
Northwestern Bindery, binding	1.20
	$423.62

Bill to be paid from Beecher Fund Income Account.

Clayton F. Summy Co., music	$10.58

Rental Collection.

Marshall Field & Co., books	$217.18

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Breyer presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	22.50
Commonwealth Edison Co., electric current	181.42
Peoples Gas Light & Coke Co., gas	57.46
Consumers Co., coal	38.53
Chicago Telephone Co., telephone service	85 57
Sanitary Office Towel Co., laundering towels	48.97
Individual Towel & Cabinet Service Co., clean towel supply	10.80
Haegele Ice Co., ice	17.91
James S. Kirk & Co., soap	4.00
Bullard & Gormley Co., hardware	29 00
A. Hannibal, repairing furniture	26.10
De Pree Chemical Co., fumigators	14.40
Gallaher & Speck, forging slice bar	4 25
Brunswick-Blake Collender Co., flags	34.08
Eugene Dietzgen, blueprints	4.50
Chicago Evening Post Co., advertising	3.42
City Collector, elevator inspections	18 00
Pottinger-Flynn Coal Co., coal	1,643.47
Krehbiel Co., coal analysis	25.00
Dearborn Chemical Co., oil	55.13
O. C. Keckley Co., grease and steam specialties	25.23
Westinghouse Traction Brake Co., repair parts for heating plant	15.40
John Moloney, repairing brick work on boiler	11.10
John Mohr & Sons, repairing boiler	3.83
W. H. Salisbury & Co , belting, tubing, etc	50.66
Citizens Street Cleaning Bureau, removing cinders	28.00
Manhattan Electrical Supply Co., portable voltmeter	21.97
Inland Electric Co., electrical supplies	11.30
Peerless Electric Co , speed regulator	11.00
J. Wallace Waken, soap	50.00
Cudahy Packing Co., soap powder	19.20
Remien & Kuhnert Co., janitor supplies	35.55
Wm. Dilley, brooms and dusters	16.50
Shavings and Sawdust Co., sawdust	10.00
Royal Typewriter Co., typewriting machines	583 20

A. B. Dick Co., mimeographing outfit and supplies	96.75
Newton & Hoit Co., furniture	56.75
Allen Filter Service, water cooler and bottles	20.75
American Vulcanized Fibre Co., granite	6.08
Eliel & Loeb, insurance	31.25
G. B. Davidson, insurance	3.75
Tyler & Hippach, plate glass	301.00
Zander-Reum Co., plastering	7.00
Clarence E. Frazier, professional services	250.00
Standard Oil Co., gasoline	197.60
Keystone Lubricating Co., grease	20.00
Chicago Auto Equipment Co., casings and inner tubes	32.77
Bosh Magneto Co., parts for magneto	7.50
Samuel Harris & Co., machinists' supplies	3.73
Wayman & Murphy, automobile parts	49.95
Maypole Garage, storing automobile	12.00
Irving Park Livery and Garage, storing automobile	7.50
H. G. Wilson, Sec'y, cash expenditures March, 1917	115.67
	$5,257.50

He, also, presented a list of bills for the maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Commonwealth Edison Co., current	$25.30
Chicago Telephone Co., service	3.75
Vaughan Seed Store, lawn and garden fertilizer	3.25
	$32.30

He, also, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen: — Your Committee on Buildings and Grounds begs to report on the following matters in its hands:

In conformity to the authorization by the Board proposals were received for fire insurance on the Public Library Building and proposals for general liability, compensation and automobile insurance.

Proposals were as follows:

FIRE INSURANCE.

	AMOUNT	PREMIUM
G. B. Davidson	$450,000.00	$1,080.00
Rollo, Webster & Co	450,000.00	1,195.00
($30,000.00 of the above at a rate of 20c per hundred)		
N. E. Hammer	450,000.00	1,237.50
Fred A. Phillips	450.000.00	1,260.00
Lampert & Keller	350.000.00	1,400.00
Wiley, Magill & Johnson	140,000.00	392.00
W. S. Raser	215,000.00	622,00
Rockwood Badgerow Co	70,000.00	210.00

LIABILITY, COMPENSATION AND AUTOMOBILE.

	LIABILITY AND COMPENSATION		AUTOMOBILE	
Fred A. Phillips	$3,033.63	($1,011.21 per annum)	$2,744.40	($914.80 per annum)
G. B. Davidson	3,721.23	(1,240.41 per annum)	1,904.40	(634.80 per annum)
N. E. Hammer	3,911.52 payable	$1,525.92 1,259.42 1,126.18	2,001.95 payable	$714.20 657.95 629.80

Fidelity & Casualty Co.			
3 years { Public liability, Elevator }	1,568.65	payable { 1st year, 2d year, 3d year }	784.33, 470.59, 313.73
1 year only compensation	955.21	payable	955.21
1 year only automobile	1,085.32		1,085.32
	$2,040.53		$2,040.53

Rockwood Badgerow Co.
Same as Fidelity & Casualty Co. (with slight exception).
W. S. Raser
Same as Fidelity & Casualty Co. (with slight exception).
Wiley, Magill & Johnson (A. W, Becker)
Same as Fidelity & Casualty Co. (with slight exception).

Your Committee recommends that the insurance on the Public Library Building be awarded as follows:

G. B. Davidson, $420,000.00 at a rate of 24 cents for a five year term, $1,008.00, to be placed in the following companies:
Boston Insurance Company;
Newark Fire Insurance Company;
Keystone Underwriters of Pittsburgh;
Columbian National Fire of Detroit.

Rollo, Webster & Co., $30,000.00 at a rate of 20 cents for a five year term, $60.00, to be placed in the Automobile Fire Insurance Company.

Your Committee also recommends that the liability, compensation and automobile insurance be awarded as follows:

Fred A. Phillips, liability and compensation insurance, $3 033.63, payable in annual installments of $1,011.21.

G. B. Davidson, automobile insurance, $1,904.40, payable in annual installments of $634.80.

All of which is respectfully submitted,
CHAS. C. BREYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.
CHICAGO, April 9, 1917.

Director Breyer moved that the Secretary be authorized to advertise for the following, and that the matter be referred to the Committee on Buildings and Grounds with power to act.

1. New furniture for the various departments in the main building, in accordance with the specifications.
2. An ash elevator and hopper.
3. One automobile truck.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages: Stanley J, Nowicki, April 1; Francis Ryan, March 29.

Your Committee recommends granting leaves of absence as follows:

Edmund F. Foley, page, three months from April 2, 1917.

Charlotte Smith, junior library assistant, six weeks from March 22, 1917.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, April 9, 1917.

He, also, presented the list of vacancies and appointments for the month of March, 1917, which was received and ordered published.

The following is the list:

Abraham Appelbaum, page, resigned March 10.

Dagne Arentz, junior library assistant, resigned March 25.

John Bardo, page, separated March 10.

Mary W. Barron, junior library assistant, separated March 10.

Harry Becker, page, appointed temp. March 30, $300 per year.

Esther Berman, junior library assistant, appointed temp. March 26, $420 per year.

John A. Blake, page, appointed temp. March 19, $300 per year; separated March 19; appointed civil service March 20, $300 per year.

William Bridges, janitor, separated March 5.

Aaron Butler, page, resigned March 6.

Joseph Cahill, page, separated March 15.

Florence Chandler, junior library assistant, appointed temp. March 26, $420 per year.

Charles Charnis, page, appointed temp. March 30, $300 per year; separated March 30.

Florence Ciovino, book repairer, separated March 10; appointed library typist March 11, $420 per year.

Reginald Crusor, page, separated March 6.

Fred Danziger, page, appointed March 5, $300 per year.

Felix Del Greco, window washer, appointed March 19, $900 per year; resigned March 25.

Isaac Engerman, page, appointed temp. March 12, $300 per year; separated March 15.

Henrietta Ervin, page, appointed temp. March 8, $300 per year.

Ralph Fletcher, page, separated March 1

Daniel Garamoni, page, appointed temp. March 9, $300 per year.

Morton Goldstein, page, appointed temp. March 29, $300 per year.

Beatrice Goodhart, junior library assistant, appointed temp. March 12, $420 per year.

Neal Gray, page, appointed temp. March 8, $300 per year.

Joseph Harris, page, appointed temp. March 12, $300 per year; separated March 18.

Beulah Haynes, library typist, appointed March 5, $420 per year.

James Hill, page, appointed temp. March 12, $300 per year; separated March 14.

Ellsworth Jones, elevator operator, discharged March 5.

William Katzen, page, appointed temp. March 22, $300 per year.

Edith Ludden, junior library assistant, appointed temp. March 14, $420 per year.

Jennie Manley, library typist, appointed temp. March 2, $420 per year.

Ike Mayster, page, appointed temp. March 30, $300 per year.

Henry Moe, page, appointed temp. March 29, $300 per year.

Donald Noble, page, appointed temp. March 29, $300 per year.

Ida Ockenholt, library typist, appointed temp. March 21, $420 per year.

Lee Parker, page, resigned March 19.

Julius Proctor, page, separated March 29.

Nelda Rohracker, junior library assistant, appointed temp. March 24, $420 per year.

Francis Ryan, page, resigned March 29.

Joseph Ryan, elevator operator, appointed temp. March 27, $900 per year.

Claud V. Scott, page, resigned March 21.

Byron Sharpe, page, appointed temp. March 22, $300 per year; separated March 22; appointed civil service March 23, $300 per year.

Elizabeth Sheehan, junior library assistant, appointed temp. March 16, $420 per year.

Frank Smith, janitor, separated March 1.

Mabel Smith, junior library assistant, appointed temp. March 26, $420 per year.

Tracy Smith, page, resigned March 6.

Alexander Tannenbaum, page, resigned March 18.

Elmer Tolmaire, page, separated March 21.

Donald Vernon, page, separated March 19.

John Willmore, page, separated March 10.

He, also, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Conforming to a recommendation from the Library Committee, approved by the Board at its last meeting, your Committee on Administration reports herewith a revised schedule of salaries for pages to become effective April 26, 1917;

Group D—$420.

Group C (at least six months' service in lower group)—$450.

Group B (at least six months' service in next lower group)—$480.

Group A (at least six months' service in next lower group)—$510.

Pages performing evening services in branches shall be rated on the basis of three-fifths time for a twenty-seven hour schedule.

Respectfully submitted,

PHILIP M. KSYCKI.
OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, April 9, 1917.

Director Ksycki moved that the Board go into

EXECUTIVE SESSION,

sitting as a Committee of the Whole.

Carried.

Director Barr acting as Secretary.

After consideration of matters coming before it, the Committee rose and the Board resumed open session.

Director Barr, as Secretary of the Committee of the Whole, reported the adoption of the following resolution:

Resolved, That the Committee on Administration be instructed to investigate and report to the Board at its next meeting a plan for the general revision of the schedule of salaries paid at the present time to the employés of the Public Library; taking into account all other activities of the library service.

Director Barr moved the adoption of the resolution by the Board.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Director Ksycki, Chairman of the Committee on Administration, moved the adoption of the report of the Committee on Administration, previously presented.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

REPORTS.

The Librarian presented various communications from the employés of the Board in reference to salaries.

Director Ksycki moved that the communications be referred to the Committee on Administration.

Carried.

The Librarian presented his statistical report for the month of March, 1917, which was received and ordered published.

On motion of Director Barr, the Board adjourned.

H. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR MARCH, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of March was 562,019; for the corresponding month of the previous year 460,014. The circulation was from the following sources:

Central Library	85,248
Branches	324,575
Stations	75,533
Traveling Libraries	50,847
Deposits and Miscellaneous	25,816
	562,019

The following is a summary of the books obtained at the Central Library:

Main Collection	37,815
Open Shelf	36,460
Hughes Room	3,440
Music Room	3,086
Information Desk (Teachers and special cards)	3,042
Miscellaneous	641
Books for the Blind	611
Documents	153
	85,248

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	3,039	455	3,494
Austin	12,724	486	13,210
Austin High	4,644	....	4,644
Bessemer Park	4,971	343	5,314
Blackstone	10,445	730	11,175
Burr School	7,245	295	7,540
Cornell Square	4,103	139	4,242
Davis Square	2,191	93	2,284
Douglas Park	19,161	3,174	22,335
Dvorak Park	5,932	166	6,098
Eckhart Park	6,624	441	7,065
Englewood High	4,075	....	4,075
Forestville School	3,341	173	3,514

Fuller Park	5,939	269	6,208
Hamilton Park	7,209	325	7,534
Hamlin Park	5,387	208	5,595
Hardin	5,770	174	5,944
Harrison High	6,270	....	6,270
Hebrew Institute	10,007	1,217	11,224
Holstein Park	5,754	233	5,987
Humboldt	14,379	1,900	16,279
Independence Park	4,580	393	4,973
Kelly	16,947	565	17,512
Lake View High	3,188	.. .	3,188
Lewis Institute	16,265	1,165	17,430
Lincoln Center	9,224	572	9,796
Logan Square	10,009	569	10,578
Mark White Square	4,972	181	5,153
Ogden Park	11,203	388	11,591
Palmer Park	5,242	166	5,408
Pulaski Park	4,488	121	4,609
Scanlan School	5,747	68	5,815
Senn High	6,475	....	6,475
Seward Park	6,731	514	7,245
Sheridan	14,026	504	14,530
Sherman Park	6,849	258	7,107
Stanford Park	6,188	401	6,589
Stanton Park	4,528	217	4,745
Sumner School	6,220	293	6,513
Walker	3,301	113	3,414
West 26th Street	11,865	256	12,121
Woolawn	17,317	1,219	18,536
Total	324,575	18,784	343,359

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	2,311	302	2,613	Chicago Lawn	2,264	..	2,264
Ashburn	30	..	30	Dauphin Park	1,114	349	1,463
Assoc. House	887	..	887	Dunning	1,764	..	1,764
Birchwood	681	..	681	East Rogers Park	1,504	349	1,853
Brighton Park	2,072	..	2,072	Edgewater	1071	209	1,280
Butler House	2,965	..	2,965	Edison Park	1 374	..	1,374
Cheltenham	1,086	86	1,172	Fernwood	1020	..	1020

	Direct	Stations	Total
Gano	923	..	923
Grand Crossing	2,288	102	2,390
Gresham	3,190	74	3,264
Hegewisch	1,716	..	1,716
Hermosa	1,276	..	1,276
Irving Park	593	135	728
Jew. Educ. All	855	62	917
Longwood	1,135	..	1,135
Mayfair	1,307	..	1,307
Norwood Park	116	..	116
Park Manor	1,728	319	2,047
Ravenswood	1,623	366	1,989
Rogers Park	5,102	130	5,232
South Shore	816	124	940
Washing'n Heights	614	..	614
West Brighton	1,955	..	1,955
West Englewood	905	..	905
West Pullman	2,489	..	2,489
West Ravenswood	1,748	307	2,055
West Ridge	325	..	325
Total	50,847	2,914	53,761

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	324,575	18,784	343,359
Traveling Libraries	50,847	2,914	53,761
Business House Deposits	24,533	2,857	27,390
Miscellaneous References	1,283	.....	1,283
Total	401,238	24,555	425,793

Of the 75,533 books supplied through the Stations Department, 18,784 were sent to 37 branches and 56,749 to 72 stations. The books supplied for the same month of the preceding year numbered 74,252 volumes.

The circulation department was open on 27 week days. The daily average week day circulation was 20,816.

REFERENCE ROOM.

Number of books issued from stacks 43,460

Number of recorded visitors 17,546

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 5,604. Visitors, 1,293.

HUGHES ROOM.

Volumes circulated, 3,440; pictures circulated, 3,330; visits from school classes, 3; recorded visitors, 3,248. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 5,360. Newspapers, 868. Visitors, 1,791.

CIVICS ROOM.

Magazines issued, 2,029; directories consulted, 2,936; bound documents used, 2,265 books, 1,149 pamphlets, 13,590 Visitors, 6,153.

STUDY ROOM

Volumes consulted, 3,732. Visitors, 4,762.

READING ROOM.

Periodicals issued at the counter at Central Library, 11,698. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 122,745.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 8,106; issued in March of the previous year, 7,769.

Number of juvenile cards issued, 2,324; research cards, 3; vacation cards..... teachers'cards, 159; summer cards..... The number of three-year cards outstanding is 215,945.

BINDERY DEPARTMENT.

Number of books at binderies February 28, 1917.....	9,071
Number of books sent to binderies in March, 1917.....	6,689
Total number of books at binderies in March, 1917.....	15,760
Number of books received from binderies in March, 1917.....	6,815
Number of books at binderies March 31, 1917.....	8,945
Number of books repaired in Library in March, 1917.....	9,758

GROWTH OF THE LIBRARY.

The total number of volumes in the Library April 1, 1917, was 790,573. Received since June 1, 1916, 110,734; since March 1, 1917, 19,404, Books worn out and discarded since June 1, 1916, 19,969; since March 1, 1917, 2,000. Books lost and paid for since June 1, 1916, 1,387; since March 1, 1917, 263 Books found and money refunded since June 1, 1916, 146; since March 1, 1917, 29.

HENRY E. LEGLER,
Librarian.

CHICAGO, April 9, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 23, 1917.

OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Pokorney, Mayer and Barr.

Absent—Directors Ksycki, Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Breyer, the reading of the minutes of the regular meeting held April 9, 1917, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report and moved its adoption.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that the following resolutions be adopted and that they be at once transmitted by telegraph to the President of the United States and the Secretary of War:

Resolved, That the Board of Directors of the Chicago Public Library hereby makes formal tender of the building, resources and equipment of the Library to the United States government for any purpose or use deemed necessary and proper in the present crisis; to become a distributing station for official literature, military and naval instruction manuals or other material, to serve as a registration center for any activities properly or conveniently administered from or in the Library building or in any other way conformable to and not unduly interfering with its own public activities, to contribute toward the general organization of the national forces.

That the sum of $2,500 be set aside from the Book Fund for the purchase of drill manuals and other books on military organization and instruction in such quantities as may be found to be necessary, and that the War Department be requested to recommend books which should be made available to the citizens to fit them for military or other national duty in this emergency.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, April 23, 1917.

The President, Director Henius, presented the following amendment to the report and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Resolved, That the Board tender its good offices and that of its employés in promotion of the campaign for enrollment of members in the Red Cross Society, and that the Librarian be instructed to make the necessary arrangements whereby the branch librarians may serve in this capacity in the enrollment of members who make application at the branch libraries.

Director Pokorney, Chairman, moved the adoption of the report as amended.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that the sum of $10,000 be and the same is hereby appropriated out of the book fund for May purchases, in addition to the unexpended April balance previously appropriated.

Book orders based on the recommendations of the Librarian have been authorized as follows out of the April appropriation:

Main Collection:	1224 vols., 47 pamphlets,	$1662.00
Branch Collection:	1187 vols.,	998.00
High School Collection:	60 vols.,	64.00
Reserve Collection:	40 vols.,	52.00
Kelly Fund:	57 vols.,	56.00
Deposit Collection:	35 vols.,	22.00
Total:	2603 vols., 47 pamphlets,	$2854.00

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, April 23, 1917.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report:

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Maurice W. Clarke, April 20; Alfred C. Rogers, April 20; Byron C. Sharpe, April 15; Henry L. Young, April 10.

Junior library assistant — Alice A. Brandt, April 16.

We recommend that leaves of absence without deduction of salary on account of illness be granted to the following employés:

Janet Green, head assistant, April 11 to 25, inclusive.

Helen E. Doran, senior assistant, March 16 to April 2.

Edith Erskine, senior assistant, March 27 to April 2.

Eliza R. Pendry, senior assistant, March 19 to 27.

Clara Conlan, junior assistant, March 28 to April 5.

Byrl Jörgenson, junior assistant, April 4 to 10, inclusive.

Elizabeth B. Stone, junior assistant, April 11 to 17, inclusive.

Also, leave of absence to Benjamin Rudy, messenger, for three months from June 5 without pay.

Respectfully submitted,

OSCAR G. MAYER,
A. LAGORIO,
PHILIP M. KSYCKI.
Committee on Administration.

CHICAGO, April 23, 1917.

Director Mayer presented the following amendment to the report and moved its adoption.

Carried.

Resolved, that Meyer Halushka, page, be granted leave of absence without pay until September 1, 1917.

Director Mayer moved the adoption of the report as amended.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

He, also, presented the following report on proposed amendments to Art. XVII of the by-laws, which was laid over, under the rules, until the next regular meeting of the Board:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In order that the granting of leaves of absence on account of illness may be standardized to as great an extent as possible for a staff of four hundred and fifty employés with due regard to the interests of the Library and justice to all concerned, your Committee on Administration recommends that Article XVII of the By-Laws of the Chicago Public Library as printed July 1, 1914. be amended by eliminating the second and third paragraphs thereof and inserting in lieu thereof the following:

All persons who have been employed in the Library for a period of not less than six months preceding May 1 shall be entitled to vacations with pay at the rate of eighteen working days for the full year.

Saturday half-holidays, or equivalent time off, shall be allowed from May 1 to October 1. In such departments as may be designated by the Librarian, and subject to satisfactory attendance record, two half-days off may be allowed monthly from October 1 to May 1.

Subject to the requirements of the service, attendance record and general efficiency rating, the Librarian shall be authorized, in addition to Saturday half-holidays, or equivalent time off from May 1 to October 1 of each year, to excuse absence as follows:

Death in immediate family, not exceeding three days; half holidays from October 1 to May 1, two half days monthly.

Absence on account of illness may be excused by the Librarian on the following basis covering a period of one year:

Employés who have been in the service at least six months and less than three years: First six days, offset for vacation period; thereafter half-pay for a maximum period of four weeks.

Employés who have been in the service three years and not exceeding ten: First six days, vacation offset; thereafter, full pay for a maximum period of four weeks.

Employés who have been in the service more than ten years: Full pay for a maximum period of four weeks.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, April 23, 1917.

Director Ksycki entered the room and took his seat.

Director Mayer also presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — In submitting to the Board at this meeting, as is customary at this season of the year, a list of employés with recommended salaries for the ensuing period of twelve months, your Committee on Administration is confronted with conditions unprecedented in the history of the Library. For many years past, and indeed since the Library was first organized four decades ago, salaries paid employés have been meager, and confessedly far less than those paid for equivalent work in other public institutions of the city and county. If the employés have accepted this situation without enthusiasm, at least they have done so uncomplainingly, and have performed their duties cheerfully and faithfully. Now, with the great increase in living expenses and mounting prices of commodities to be met from stationary revenues, many of them find that they cannot make ends meet on what they earn in the Library, and they have respectfully but with some insistence petitioned for such increase in compensation as will enable them to live decently.

If the Library stands, as it certainly should, for proper standards of living and for influences that make for the well-being and development of the community, it must not set an example of starvation wages for those who carry on its great work. The institution expects its representatives to possess the necessary educational qualifications for which years of preparation and training are essential. It expects them to keep in step with the times, to dress suitably, to share in the activities and movements of the community that are akin to the purposes which the Library fosters. It has exacted full measure of service for somewhat scant compensation, though the disproportion of salary to required service heretofore must be attributed to the fact that the Library has received insufficient financial support.

Demands from the public upon the Library's service have increased enormously in the last few years and the Library has attempted to meet this demand by multiplying its agencies, establishing new activities and strengthening old ones. By mobilizing all available forces, stretching its resources to the utmost and holding the staff memberships at the lowest possible number consistent with reasonable efficiency, it has been possible to quadruple the work with a relatively small increase of revenue. In the last decade the number of card holders has increased 400 per cent., the revenues less than one-fourth that proportion. While commercial institutions have recognized changing conditions by swelling their pay envelopes, the Library has continued to pay salaries based on former conditions. Now the point has been reached when something must be done for the relief of the employés, especially those in minor positions, who constitute the large majority of the staff. It has been impossible latterly to secure, at the wages paid, enough pages to carry on the necessary work of book distribution. The same difficulty is now being experienced as to junior assistants. There is but one logical conclusion:

The Library must pay wages sufficient to retain its tried employés and to encourage suitable recruits to enter its service. To effect this, additional revenues are needed or present work must be curtailed. Unless some financial relief is obtained the only alternative that remains is to close some of the departments of the Main Library, discontinue some of the

branches and reduce generally the hours of service. It would seem questionable wisdom to close the Library and its branches evenings, thus depriving bread-winners of their only opportunity to make use thereof. It would be unwise to discontinue the educational work which has now reached such fine momentum in connection with elementary and high schools; it would be unprofitable to abolish the splendid work which is now finding ready response among business men and craftsmen. On the other hand, this work cannot be maintained without the necessary staff, and the necessary staff cannot be secured without payment of reasonable salaries. Your Committee on Administration recommends the adoption of the following resolution:

Resolved, That from and after May 25, 1917, and subject to the approval of the Civil Service Commission, the following amended salary schedules shall apply in rating the salaries of all employés of the Chicago Public Library within the grades and in the groups enumerated:

Grade I:—

Group B—$540.

Group C (upon completion of a year's service)—$600.

Group B (upon completion of two years' service)—$660.

Group A (upon completion of three years' service)—$720.

Grade II:—

Group E—$780.

Group D (upon completion of a year's service)—$840.

Group C (upon completion of two years' service)—$900.

Group B (upon completion of three years' service)—$960.

Group A (upon completion of four years' service)—$1020.

Grade III:—

Group D—$1080.

Group C (upon completion of a year's service)—$1140.

Group B (upon completion of two years' service)—$1200.

Group A (upon completion of three years' service)—$1260.

Grade IV:—

Group E—$1320.

Group D (upon completion of a year's service)—$1380.

Group C (upon completion of two years' service)—$1440.

Group B (upon completion of three years' service)—$1500.

Group A (upon completion of four years' service)—$1560.

In the application of the above amended schedule, salaries shall be fixed according to the length of service recorded on May 25, 1917, and thereafter in accordance with the customary method of computing automatic advances.

Respectfully submitted,

PHILIP M. KSYCKI,
OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

April 23, 1917.

Director Mayer presented the report of the Administration Committee on salaries for the year beginning April 26, 1917, and moved that the Board go into executive session.

Carried.

Director Barr appointed as Secretary.

EXECUTIVE SESSION.

After consideration of the report in executive session, the Board resumed open session.

Director Barr, Secretary of the executive session, reported that the Board in executive session recommended the adoption of the following report of the Administration Committee.

The recommendation was concurred in as follows:

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—All employés in this Library duly qualified under Civil Service rules are included in the following list herewith submitted by your Committee on Administration recommending salaries to be fixed for the ensuing period of twelve months. Most of these salaries are determined automatically in accordance with schedules heretofore adopted by the Board and approved by the Civil Service Commission and are subject to efficiency ratings prescribed by the regulations of the Board. Recommendations for promotion from grade to grade as noted are subject to Civil Service certification, promotions taking effect from the date of such certification. Except as otherwise noted, the new salaries go into operation April 26, 1917. In the case of pages, book repairers and library typists who have not reached the maximum group in their respective grades, a second automatic increase will be due six months from the time noted in the list, subject to efficiency ratings.

The list does not comprise the names of temporary appointees, who number at this date 100—33 pages, 50 janitor assistants, 1 senior assistant, 1 principal cataloger, 6 book repairers, 2 library typists, 1 coal passer, 1 coat room attendant and porter, 3 janitors and 2 janitresses.

Administration Division

Henry E. Legler, $8,500
Carl B. Roden, $4,000
Walter A. Faerber, $600 (October 26)
Gertrude C. Shine, $1,200 (November 26)
Harry G. Wilson, $5,000
James Berardo, $510
Emanuel Holy, $1,740
James W. McGovern, $660.
Minnie E. Wills, $1,500.

Accessions Division

Caroline Bernhardt, $1,200
Katherine E. Brady, $960
Edna M. Clanton, $450 (August 26)
Helen I. Fix, $960
Winnifred J. Lagorio, $960
Rose Lillibridge, $1,080 (October 26)
Genevieve M. O'Leary, $840 (January 26)
Bessie Palmer, $1,140 (January 26)
Lora A. Rich, $1,080 (May 26)

Arts and Crafts Division

Frank E. Waska, $1,560

Bindery Division

J. Ritchie Patterson, $1,920
Lottie Bewers, $540 (January 26)
Bolin V. Bland, $420
Mary M. Hishen, $1,200
Marguerite Hollingsworth, $540 (August 26)
Anna A. O'Brien, $960
Hattie O'Neal, $540 (July 26)
Kathryn A. Stevens, $540
Catherine Thomson, $540 (July 26)

Branches Division

John F. Phelan, $2,700
Roey Cowen, $840 (July 26)
Gwendolen Crawford, $540 (July 26)
Nellie E. Doran, $960
Walter Greene, $420
Beulah J. Haynes, $450 (September 26)
Prudence Higley, $780 (May 28)
Augusta G. Kessell, $660
Faith Mix, $960
Marie L. Ryan, $1,020 (Gr. 3)

Head Assistants

Julia A. Baker, $1,320 (May 26)
Janet M. Green, $1,320
Myrtle E. Sette, $1,320 (January 26)
Ada F. Whitcomb, $1,500 (August 26)

Principal Assistants

Harriet I. Baer, $1,140 (January 26)
Minnie Clark, $1,200 (October 26)
Edith Erskine, $1,020 (Gr. 3)
Alice M. Farquhar, $1,080 (May 26)
Ada M. Lanquist, $1,080 (November 26)
Jessie M. Lawson, $1,020 (Gr. 3)
Emma Levin, $1,080 (May 26)
Bird Morrison, $1,200 (December 26)
Mary Moser, $1,080
Eliza Pendry, $1,020 (Gr. 3)
Olive E. Pillsbury, $1,200 (December 26)
Frances V. Rice, $1,200 (July 26)
Pyrrha B. Sheffield, $1,020 (Gr. 3)

Senior Assistants

Adah M. Anderson, $960
Helen S. Babcock, $840 (September 26)
Helen Barlow, $780 (July 26)
Dorothy Bastin, $960
Annie Batchelder, $780 (May 26)
Evangeline Beck, $840 (August 26)

Elizabeth Bell, $840 (January 26)
Maude Blake, $960
Rebecca M. Bond, $780 (May 26)
Philomena E. Brennan, $780 (May 26)
Helen Browne, $720 (Gr. 2)
Mildred M. Burke, $840 (September 26)
Frances C. Cantner, $900 (May 26)
Kate B. Chase, $960
May M. Cornwall. $720 (Gr.2)
Gladys Donahue, $720 (Gr. 2)
Muriel Dunne, $960 (July 26)
Margaret Ely, $840 (September 26)
Pearl E. Feddersen, $960
Lillian N. Fenneman, $840 (January 26)
Helen H. Forman, $960.
Cathrine J. Fox, $960.
Julia A. Gerloff, $960
Clara L. German, $900 (August 26)
Louise M. Hannagan, $960
Vivian G. Harsh, $960.
Fanchon I. Henderson, $840 (January 26)
Gail H. Hinman, $720 (Gr. 2)
Ella J. Horrobin, $960 (July 26)
Gertrude L. Husenetter, $900 (May 26)
Lorette Jenks, $780
Helen LeBerge, $720 (Gr. 2)
Edith F. Long, $780 (May 26)
Alberta L. McDermott, $960
Margaret McDonald, $780 (June 26)
Daisy McHale, $960 (November 26)
Rebecca McKesson, $720 (Gr. 2)
Catherine McNulty, $900 (May 26)
Marguerite McQuillen, $720 (Gr. 2)
Nellie W. Marlatt, $780 (June 26)
Evelyn W. Morgan, $780 (June 26)
Mathilda S. Nodak, $960
Sylvia Oakley, $780 (June 26)
Charlotte L. Olson, $900 (May 26)
Camille Rigalli, $720 (Gr. 2)
Erva E. Romaine, $720 (Gr. 2)
Florence A. Royer, $720 (Gr. 2)
Geraldine Scott, $720 (Gr. 2)
Charlotte Smith, $720 (Gr. 2)
Anna W. Thayer, $960
Cecilia M. Troy, $840 (August 26)
Ivae Walker, $720 (Gr. 2)
Mary Wilson, $960

Junior Assistants

Margit Arentz, $540 (September 26)
Sarah Berman, $600 (October 26)
Eva C. Cella, $540 (July 26)
Ruth Chandler, $600 (October 26)
Roberta P. Cooke, $660 (May 26)
Frances M. Cowan, $600 (January 26)
Libbie Czapler, $540 (July 26)
Pearl E. D'Auben, $540 (June 26)
Sarah Elkin, $600 (January 26)
Olive Griffith, $660 (November 26)
Cora Hough, $600 (June 26)
Agnes E. Jones, $540 (June 26)
Alice A. Karno, $540 (June 26)
Anna I. Kelley, $660.
Gertrude Leberstine, $660
Mary Livshis, $660.
Bernadine McLaughlin, $540
Florence McLean, $540 (July 26)
Bessie Markson, $600 (January 26)
Mabel Moderwell, $600 (June 26)
Martha Mott, $600 (January 26)
Dorothy W. Norton, $540 (July 26)
Edith C. Percival, $540 (July 26)
Ruth V. Peterson, $600 (January 26)
Adelaide V. Post, $600 (February 26)
Hazel M. Rouse, $540 (July 26)
Ella M. Saunders, $540 (July 26)
Carrie Schade, $600 (January 26)
Jennie M. Smock, $660 (June 26)
Stella Turek, $540 (July 26)
Sue Wuchter, $600 (July 26)
Helen Wilson, $600 (January 26)

Pages

Joseph Anderson, $420
Lester Arkin, $420
Clyde F. Bentley, $510
John Blake, $420
Philip S. Carney, $480
Max Cohen, $450
Robert F. Crosby, $510
James W. Crowe, $510
Anna M. Culliton, $420
Lucile Cumfer, $420
Fred Danziger, $420
Nathan Dolnitzky, $510
Isadore Drues, $480
Benjamin Einhorn, $420
Richard Elson, $450
William Felsher, $450
Reuben Flacks, $420
Edmund F. Foley, $450
Meyer Halushka, $510
Arthur Halstead, $420
Harry Kalcheim, $450
Louis M. Kaplan, $510
Thomas Kehoe, $420
Otto Laske, $510
Michael Leberstein, $510
Joseph M. Lindenbaum, $510
Salvatore LoCelso, $420
Raymond Lumpp, $450
John B. McCauley, $510
Patrick Malone, $420
Robert M. Mandel, $480
Ruth Marlatt, $420
Gladstone Matejka, $510
Bruno Z. Nowakowski, $450
George O'Toole, $420

Estella Parmele, $420
Patrick Pierce, $450
William E. Pinger, $450
Richard Regensburger, $480
Robert B. Robertson, $420
Maurice Roche, $420
Paul Rupprecht, $420
John Ryan, $420
Stephen A. Ryan, $510
Goldye Salganick, $480
Arnold Samuelson, $420
Morris Schrero, $480
Selig Seldin, $420
Byron Sharpe, $420
Meyer Sturman, $450
Timothy Sullivan, $450
Henry Thomson, $510
Eli Tigay, $420
Edwin Ulveling, $450
Raphael Ulveling, $420
Arthur Weinstein, $420
William Yonker, $510

Janitors
Thomas Conry, $1,500
Robert Proudie, $1,140
John Renkosicwicz, $1,140

Catalog Division
Bessie Goldberg, $1,800
Florence Arnold, $900(August 26)
Gladys Arnold, $1,320 (May 26)
Lucy Brown, $1,200.
Minnie E. Grube, $660.
Emily T. Larson, $1,200.
Ruth McLaughlin, $780 (June 26)
Anna C. Reque, $1,320 (May 26)

Circulation Division
Pearl I. Field, $1,740
Elizabeth Barnes, $1,020 (Gr. 3)
Florence L. Berg, $780 (June 26)
Stephen Doyle, $450
George Elger, $450
Albert Finkle, $510
Frank Magilner, $510
James Miller, $450
Marion Oliver, $720 (Gr. 2)
Cleophas N. Theriault, $510

Civics Department
Charles Lhotka, $1980
Agnes Donoghue, $960
Ruth Goldstone, $600 (January 26)
Edward Henwood, $960
Edith Kammerling, $1,140 (January 26)
Sara J. Kerns, $540 (June 26)
Edward M. Peterson, $960 (March 26)
Josephine Polk, $480
Jessie M. Woodford, $1,200

Evening and Holiday Division
Benjamin M. Smith, $2,100
Joseph J. Augustus, $1,080 (May 26)
Edward F. Eckhardt, $510
Max Goldenson, $510
Arnold T. Hansen, $450
Horace B. Harte, $510
Steven Klos, $600 (May 26)
Salvatore Lange. $840 (November 26)
Benjamin Levin, $510
Nathan H. Levin, $1,080
Sidney N. Levin, $450
Rocco Motto, $600 (May 26)
William P. Perlman, $600 (May 26)
Benjamin Schenker, $450
Levi E. Southe, 510

Instruction Division
Faith E. Smith, $1,800
Louise Ayers, $840 (January 26)
Ralph C. Elliott, $510
Lena O. Sorg, $540 (July 26)

Loan Record Division
May I. Carroll, $1,620
B. Rosalie Beale, $600 (January 26)
Irene Ives, $960
Margaret C. O'Shaughnessy, $1,200
Jessie E. Reed, $1,020 (Gr. 3)

Periodicals Division
Reidar Arentz, $1,680
James H. Biddle, $960
Charles Macko, $960 (January 26)

Publications Division
Anna J. Ferguson, $1,200
Maude H. T. Freeman, $1,080 (October 26)
Anna Riordan, $1,200

Reference Division
Carrie L. Elliott, $1,980
J. Bert Bloom, $600 (June 26)
William C. Firebaugh, $1,080 (May 26)
Walter B. Flintrup, $960 (January 26)
Charles L. Green, $960
John F. James, $1,320 (September 26)
Margaret Kearney, $960
Amelia M. Platt, $1,320 (May 26)
Mary E. Rae, $960
Benjamin Rudy, $600 (September 26)

Registry Division
Lilyan G. Morawski, $1,680
Loretto M. Crowe, $960
Katharine Donovan, $1,380 (January 26)
John G. Mau, $480 (May 26)
Mary Neylen, $660
Anna C. Powers, $480 (July 26)
Mary E. Ryan, $960
Blanche V. Shaw, $840 (June 26)
Evelyn C. Wall, $480

Schools and Deposits Division
Mary W. Wood, $1620
Marie Bartolomei, $540 (March 26)
Sadie M. Bernstein, $540 (March 26)
Florence Ciovino, $450 (September 26)
Anna L. Cylkowski, $720 (Gr. 2)
Cecelia Georgas, $540 (August 26)
Viola E. Helmuth, $540 (March 56)
Ida B. Johnson, $960
Helen Kasmar, $540 (July 26)
Elizabeth B. Stone, $540 (June 26)

Stacks
George S. King, $1500.

Charles Brock, $480
Paul C. Bronston, $480
Benjamin A. Browning, $510
Robert Christian, $420
George S. Harris, $600 (June 26)
Edward Johnson, $450
David Levinson, $450
Edward Saperstein, $510
Gerald White, $420

Stations' Division

William A. Purer, $2220
George F. Bell, $1080 (May 26)
Maurice Clarke, $450
Jacob Cohen, $660
Louise Corbin, $600 (October 26)
Michael De Friere, $420
Michael Doyle, $420
Raymond Dwyer, $960 (February 26)
James E. Edwards, $960 (January 26)
Harold Hellgren, $1080 (May 26)
Horace Meredith, $420
Herman Miller, $960 (January 26)
Abraham Neider, $420
Lee Parker, $450
George F. Proctor, $510
Frank Reeves, $420
William Renner, $960 (September 26)
Alfred C. Rogers, $510
Joseph Rzepinski, $960 (December 26)
Emma L. Shaw, $900 (May 26)
Christian Sonne, $1380 (January 26)
Howard Weekley, $510
Agatha A. Wieboldt, $660
Isadore B. Weissburd, $510
Joseph Weitzenfeld, $600 (June 26)

Automobile Corps

John D. Barchard, $1260
John Gawron, $1260
Edward C. Hartwig, $720
Fred C. Lutter, $1260
William J. Soper, $1260
John P. Wallenborn, $1260
George A. Wiborg, $1260

Engineers' Division

Jacob Reitz, $2700
Robert G. Allison, $1700
Amby J. Beery, $1200
John T. Finn, $1200
John Guthrie, $1200
Thomas Guthrie, $1200
Ernest A. Hart, $1940
Peter Ledeboer, $1700
Charles I. Moulton, $2120
John Murray, $1080
Cosmo Pacente, $1020
John Stretch, $1200
Peter J. Thurston, $1480

Janitors' Division

James J. Linehan, $2220
John Ampey, $900
Josephena Anderson, $780
N. A. Anderson, $5.60 per day
Joseph Bennett, $900
Frank Bergman, $1080
Oscar Carlson, $960
Dominick Carsello, $960
John Christian, $1110
Agnes Cronin, $780
Josephine Cubecheck, $780
Alessandro Farroli, $1080
Ernst Grabe, $1020
Mary Higgins, $780
Charles Jackson, $960
Vivian Jacobs, $900
Richmond W. Jones, $960
James C. King, $1140
Martin R. Logan, $900
William McDearmed, $900
John McKay, $960
Frank Malina, $900
Mary Mangan, $780
John Meredith, $900
Clyde D. Middleton, $960
Bridget Moran, $780
Peter Murphy, $900
Catherine Murray, $780
Axel F. Olson, $960
Bruce E. Reeder, $960
William P. Shanley, $900
Michael J. Sheridan, $960
Kelsey Stone, $900
Christian Ullrich, $1260
Florence Voight, $780
George D. Wedel, $960

Switchboard Clerk

Rebecca M. Burke, $960

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Apr. 23, 1917.

REPORTS.

The Librarian presented the following report, which was received and placed on file:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The new branch library, located in the field house of Kosciuszko Park, was opened for circulation on Wednesday, April 18, with a total of 1,574 volumes on the shelves. The new branch promises to meet a long-felt need in this neighborhood.

Respectfully submitted,

HENRY E. LEGLER,
Librarian.

CHICAGO, April 23, 1917.

Director Mayer moved that a letter of greeting be sent to Director Healy regretting his illness and expressing the hope of his speedy recovery.

Carried.

On motion of Director Barr, the Board adjourned.

A. R. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 14, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer and Barr.

Absent—Director O'Connell.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held April 23, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Otto H. Beyer, resigning as keeper of delivery station No. 42 West, located at No. 1105 N. California avenue.

Referred to the Committee on Library.

From Sam Handelman, requesting the Board to appoint him keeper of delivery station No. 42 West, he having purchased the store from the former keeper.

Referred to the Committee on Library

From Miss Grace P. Bourke, requesting the use of a room in the Hiram Kelly Branch Library building on the evening of May 24, 1917, for a dramatic entertainment.

Director Barr moved that the request of Miss Bourke be referred to the Librarian.

Carried.

From M. C. Johnston, making application for the care of delivery station No. 16 South.

Referred to the Committee on Library.

From Morris Bacansky, making application for a deposit station in his store, No. 3738 W. Fifteenth street.

Referred to the Committee on Library.

UNFINISHED BUSINESS.

The proposed amendment to the by-laws being called up for action, Director

Mayer moved that Art. XVII be amended to read as follows.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

Art. XVII. The term of service of all employés of the Library shall be dependent upon good conduct and efficiency and the requirements of the service. They shall be subject to suspension from employment by the Committee on Administration, or Librarian, with loss of salary during such suspension, on account of absence without leave, want of attention to business, unreasonable waste of time, want of courtesy toward the public, or improper behavior of any kind. When a suspension shall have been ordered by the Committee such suspension, with reasons therefor, shall be reported by the Committee to the Board at its next regular meeting. When the Librarian shall have suspended an employé, he shall report the fact to the Committee on Administration for its approval or disapproval, and the reasons for such approval or disapproval shall be reported to the Board at the next regular meeting thereof. Any employé who shall be suspended shall, upon such suspension, be subject to dismissal by the Board of Directors, but shall be given an opportunity to be heard in his own defense before the Board, as well as before the Civil Service Commission, in the manner set forth in Section 12 of the Civil Service Act, before such dismissal shall take effect.

All persons who have been employed in the Library for a period of not less than six months preceding May 1 shall be entitled to vacations with pay at the rate of eighteen working days for the full year.

Saturday half-holidays, or equivalent time off, shall be allowed from May 1 to October 1. In such departments as may be designated by the Librarian, and subject to satisfactory attendance record, two half-days off may be allowed monthly from October 1 to May 1.

Subject to the requirements of the service, attendance record and general efficiency rating, the Librarian shall be authorized, in addition to Saturday half-holidays, or equivalent time off from May 1 to October 1 of each year, to excuse absence as follows:

Death in immediate family, not exceeding three days; half-holidays from October 1 to May 1, two half-days monthly.

Absence on account of illness may be excused by the Librarian on the following basis covering a period of one year:

Employés who have been in the service at least six months and less than three years: First six days, offset for vacation period; thereafter half-pay for a maximum period of four weeks.

Employés who have been in the service three years and not exceeding ten: First six days, vacation offset; thereafter, full pay for a maximum period of four weeks.

Employés who have been in the service more than ten years: Full pay for a maximum period of four weeks.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows out of the May appropriation:

Main Collection:	1777 vols., 16 pamphlets,	$1912.00
Branch Collection:	1188 vols.,	1088.00
High School Collection:	484 vols.,	526.00
Deposit Collection:	4185 vols.,	3818.00
Reserve Collection:	746 vols.,	700.00
Rental Collection:	186 vols.,	186 00
Picture Collection:	1054 pict's,	21.00
Kelly Fund:	38 vols.,	46.00
Total:	8604 vols., 16 pamphlets, 1054 pictures,	$8297.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $54 42, be paid from the incidental fund, and that the sum of $89.70 be appropriated for periodicals for the Marshall High School.

Resolved, That the Secretary be and he is hereby authorized to send a deposit of $1,000 to the Library of Congress for catalog cards required by the several departments of the library.

Resolved, That the Committee be and they are hereby authorized to award a contract for 1300 magazine binders for the main reading room and the branches, and that a sum not exceeding $900.00 be and the same is hereby appropriated for the purpose.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, May 14, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

Marshall Field & Co., books	$7,206.73
J. Terquem, books, Francs 99.75 (est.)	19.95
A. C. McClurg & Co., books	667.51
C. V. Ritter, books	371.32
A. Kroch & Co., books and subscriptions	216.50
Geo. Banta Publishing Co., books	164.90
George U. Harvey, books	150.00
Thomas J. Caie Co., books	125.00
A. L. A. Publishing Board, books	90.00
Standard Book Co., books	73.67
UnitedStates Infantry Association, books	66.00
Hudson Publishing Co., books	36.56
Dunbar Rowland, books	30.00
D. M. Miller, books	23.60
H. R. Huntting Co., books	21.96
Shively Service Co., books	14.00
H. W. Wilson Co., books	13.90
Chas. Fred. Heartman, books, etc	12.30
Cromarty Law Book Co., books	11.50
C. W. Bardeen, books	10.00
R. L. Polk & Co., books	9.00
Rand McNally & Co., books	9.00
Dodd, Mead & Co., books	7.15
American Educational Co., books	4.00
Librarian of Congress, printed catalog cards, etc	1,000.00
Brabandt & Valters Book Binding Co., binding	1,576.33
Geo. E. Koehler & Son, binding	811.37
Northwestern Bindery, binding	704.33
Joseph Flucke & Son, binding	331.03
John Seybold, gold morking on backs of books	198.01
Burgmeier Book Bindery, binding	158.40
Slade, Hipp & Meloy, gummed muslin	15.00
Dwight Bros. Paper Co., paper	163.00
Tucker-Kenworthy Co., printing bulletins	52.45
James White Paper Co., paper	24.48
Library Bureau, cards, shelf label holders, pockets, etc	306.86
Bradner, Smith & Co., paper and envelopes	125.35
Max Stern's Sons, printing, etc	201.50
Cameron, Amberg & Co., printing, etc	68.25
James Watson & Co., printing	46 85
J. W. Butler Paper Co., paper	3.08
Geo. E. Cole & Co., stationery	63.37
Dennison Mfg. Co., glue, labels and stars	28.54
Rockwell-Barnes Co., carbon paper and clips	25.50
Hollis & Duncan, paper	20.48
Albert Hancock & Co., paper	21.00
Universal Stamp and Stencil Works, rubber stamps and dates	16.25
Goodyear Rubber Co., rubber bands	14.50
A. B. Dick Co., mimeograph supplies	6.00
J. M. Hanson-Bennett Magazine Agency, subscriptions	84.95
H. G. Wilson, Sec'y, cash expenditures, April, 1917	303.81
	$15,725.24

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$129.59
C. V. Ritter, books	7.00
Geo. E. Koehler & Son, binding	16.38
Northwestern Bindery, binding	67.59
	$220.56

Bill to be paid from Ryder Fund Income Account.

A. Kroch & Co., books $5.60

Rental Collection.

Marshall Field & Co., books $37.82

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

CHICAGO, May 14, 1917.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — Your Committee on Administration recommends that leave of absence without reduction of salary be given to the members of the staff whose places can be supplied without extra expense to the library while in attendance at the annual conference of the American Library Association, such absence to be by arrangement with and subject to the approval of the Librarian.

Your Committee further recommends that the sum of $250.00 be appropriated for official representation at the annual conference of the American Library Association to be held in Louisville, Kentucky.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

Director Ksycki also presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Abraham R. Elson, April 29; Leo A. Parker, April 20; Gerald H. White, April 23.

Junior library assistants—Sonja Wennerblad, May 5; Ruth Sweeney, May 10.

Your Committee further recommends that leave of absence for one year, without salary, dating from July 1st be granted Faith E. Smith, Director of Training Class, and that the Librarian be authorized to fill the position by requisition on the Civil Service Commission.

Also, that leave of absence granted Dorothy Bastin, senior library assistant, be extended for one month from May 11.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, May 14, 1917.

Director Ksycki also presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

CHICAGO, May 14, 1917.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In its revision of salary schedules at the last meeting, the Board took into account only those grades of service which are strictly limited to the

Chicago Public Library. This left out of consideration employés whose appointments come within the grades applicable to all city service, including multigraph operators, book repairers and typists. Inasmuch as the reasons which prompted increased pay for the library grades are just as applicable to the other lines of service, your Committee on Administration trusts that steps may be taken to give the employés mentioned appropriate increases of salary, and to that end recommend the adoption of the following resolution:

Resolved, That the Civil Service Commission be and is hereby requested to revise the salary schedules for the grades and groups mentioned below, to become effective May 26, 1917, and that in the application of the amended schedules salaries of individuals therein rated shall be fixed according to the length of service recorded on May 25, 1917, and thereafter in accordance with the customary method of computing advances.

Multigraph Operator.

Group D—$600.

Group C (at least one year's service in lower group)—$660.

Group B (at least one year's service in next lower group)—$720.

Group A (at least one year's service in next lower group)—$780.

Book Repairers.

Group C—$480.

Group B (at least one year's service in lower group)—$540.

Group A (at least one year's service in next lower group)—$600.

Library Typists.

Group C—$480.

Group B (at least one year's service in lower group)—$540.

Group A (at least one year's service in next lower group)—$600.

Respectfully submitted.

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

He, also, presented the list of vacancies and appointments for April, 1917, which was received and ordered published.

The following is the report:

Irving Abram, page, appointed temp April 30, $420 per year.

Joseph Anderson, page, appointed temp. April 2, $300 per year; separated April 2; appointed civil service April 3, $300 per year.

Ruth Anderson, page, appointed temp. April 16, $300 per year.

Joseph Baker, page, appointed temp. April 30, $420 per year.

Harry Becker, page, separated April 17.

Margaret Beckner, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Abe Berger, page, appointed temp. April 30, $420 per year.

Edith Blackstock, junior library assistant, appointed temp. April 12, $420 per year.

Viola Bough, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Frances Boyd, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Alice Brandt, junior library assistant, resigned April 16.

Emmet Brewer, page, appointed temp. April 2, $300 per year; separated April 19.

William Bridges, janitor, appointed temp. April 19, $840 per year.

Ruth Calif, junior library assistant, appointed temp. April 11, $420 per year; separated April 17.

Maurice Clarke, page, resigned April 20.

Mildred Cohen, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Clara Conlan, junior library assistant, separated April 29; appointed civil service April 30, $480 per year

Thomas Cotter, page, appointed temp. April 30, $420 per year.

Dorothy Dillon, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Helen Dowd, junior library assistant, appointed temp. April 9, $420 per year.

Stanley Dwyer, page, appointed temp. April 30, $420 per year.

Ethel Evans, junior library assistant.

appointed temp. April 18, $420 per year; separated April 18.

Stephen Fahey, page, appointed temp. April 23, $300 per year.

Reuben Flacks, page, appointed temp. April 7, $300 per year; separated April 7; appointed civil service April 8, $300 per year.

Frances Fowler, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Bernard Friedman, page, separated April 25.

Walter Gacek, window washer, appointed temp. April 26, $960 per year.

Daniel Garamoni, page, separated April 23.

Rosa Ginsburg, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Sydney Gloppe, page, separated April 10.

Frances Golombowski, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Irene Graham, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Neal Gray, page, separated April 10.

Gladys Greene, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Sam Groupe, page, appointed temp. April 4, $300 per year; separated April 18.

Thomas Harney, elevator operator, separated April 10.

Phillip Harris, page, appointed temp. April 23, $300 per year.

Grace Hippenhamer, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

William Hoffman, page, appointed temp. April 2, $300 per year.

Anna Hrdlicka, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Gladys Huls, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Belle Hyman, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Katherine Jardine, junior library assistant, appointed temp. April 18, $420 per year.

Byrl Jörgenson, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Melvin Lally, page, appointed temp. April 2, $300 per year; separated April 2.

Charles Lange, page, appointed temp. April 23, $300 per year.

Alice Langellier, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Harney Ledyard, page, appointed temp. April 23, $300 per year.

Max Le Vine, page, appointed temp. April 30, $420 per year;

Salvatore LoCelso, page, appointed April 2, $300 per year.

William Lyman, page, separated April 22.

Clarence McCarthy, page, appointed temp. April 11, $300 per year; separated April 22.

Florence McKenzie, janitress, appointed temp. April 18, $720 per year.

Rosalind Mason, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Abe Mendelsohn, page, appointed temp. April 30, $420 per year.

Henry Moe, page, separated April 19.

Catherine Moore, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Sarah Mulroy, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Frieda Newman, junior library assiatant, separated April 29; appointed civil service April 30, $480 per year.

Godfrey Nordeen, page, appointed temp. April 23, $300 per year.

Gilbert Norton, page, appointed temp. April 17, $300 per year; separated April 17; appointed civil service April 18, $300 per year.

Stanley Nowicki, page, resigned April 1.

James O'Connor, page, appointed temp. April 30, $420 per year.

James O'Hara, coal passer, appointed April 26, $1080 per year.

William O'Hara, coal passer, separated April 25.

Lee Parker, page, appointed temp. April 2, $300 per year; separated April 6; reinstated April 7, $360 per year; resigned April 20.

Ruth Pearson, junior library assistant, separated April 8.

Alice Peterson, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Frederick Pfersdorf, page, appointed temp. April 2, $300 per year; separated April 2.

Sallie Platt, page, appointed temp. April 16, $300 per year; separated April 23.

Bruce Reeder, elevator operator, appointed April 3, $900 per year.

Wilbur Roesner, page, appointed temp. April 23, $300 per year.

Alfred Rogers, page, resigned April 19.

Joseph Ryan, elevator operator, separated April 3.

Louise Ryther, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Goldye Salganick, page, separated April 29; appointed junior library assistant, April 30, $480 per year.

Benjamin Schwartz, page, appointed temp. April 11, $300 per year.

Herman Shapiro, junior library assistant, appointed temp. April 9, $480 per year.

Byron Sharpe, page, resigned April 16.

Dorothy Snyder, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Henry Solovetzik, page, appointed temp., April 2; $300 per year; separated April 8.

Samuel Sweetow, page, appointed temp. April 30, $420 per year.

Mabel Twitty, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Roy Varley, page, appointed temp. April 2, $300 per year.

Marvin Walker, page, appointed temp. April 24, $300 per year; separated April 24; appointed civil service April 25, $300 per year.

Gerald White, page, resigned April 23.

Harry Wilson, page, appointed temp. April 23, $300 per year.

Katharine Wright, book repairer, separated April 27.

George Yarber, page, appointed April 30, $420 per year.

Martha Yonan, junior library assistant, separated April 29; appointed civil service April 30, $480 per year.

Henry Young, page, resigned April 10.

He, also, presented the report of the United States Audit Company on audit of the books and accounts of the Chicago Public Library for the quarter ended February 28, 1917, which was received and ordered published.

The following is the report:

May 12, 1917.

To the President and Board of Directors,
Chicago Public Library,
Chicago.

Gentlemen:—As instructed, we have audited the books and accounts of the Chicago Public Library for the three months ended February 28, 1917.

We compared the vouchers with the entries in the Cash Book and Voucher Record and verified the receipts from fines, books lost, deposits, etc., by a comparison with the branch library daily receipt books and stubs of the deposit receipt books.

We proved the footings of all books of original entry, and traced the postings therefrom to the general ledger.

We verified the cash account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments in the presence of Secretary Wilson and of Director Mayer.

We compared the receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, which contain full detail of the transactions for the period under review, and which are correct and in accordance with the books.

Yours very truly,
UNITED STATES AUDIT CO.
HENRY L. HERTZ,
President.

Supervised by:
W. B. FLERSHEM,
Certified Public Accountant.

Funding Balance Sheet, February 28, 1917.

Fund Assets.			
Public Library Fund:			
Tax Levy—1915 Balance	$ 49,727.85		
Tax Levy—1916 Balance	561,804.55		
Cash in hands of City Treasurer	22,785.51		
Balance in hands of City Treasurer for Redemption of Tax Warrants—1916	14,531.26		
Total Public Library Fund Assets		$648,849.17	
Current and Trust Funds:			
Bonds	277,411.76		
Certificate of Deposit	588.24		
Cash	4,659.12		
Secretary's Petty Cash	466.70		
Total Current and Trust Funds, Assets		283,125.82	
Total Fund Assets			$931,974.99
Fund Liabilities.			
Public Library Fund		$548,849.17	
Tax Warrants	100,000.00		
Petty Cash	500.00	100,500.00	
Total Public Library Fund Liabilities		$649,349.17	
Current and Trust Funds:			
Kelly Fund	200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Fund Income	704.78		
Kelly Branch	1,371.51		
Ryder Fund	10,000.00		
Ryder Fund Income	140.52		
Beecher Fund	2,000.00		
Beecher Fund Income	122.87		
Jackson Fund	1,000.00		
Jackson Fund Income	55.24		
Security Deposits	1,256.50		
Special Deposits	100.00		
Insurance Fund	60.00		
Rental Collections	814.40		
Total Current and Trust Funds		282,625.82	
Total Fund Liabilities			$931,974.99

Public Library Fund — Cash Receipts and Disbursements Three Months Ended Ffbruary 28, 1917.

Receipts.	
Taxes: 1915	$ 3,267.82
Sale of Tax Warrants Account 1916 Taxes	100,000.00

Taxes—1916		14,531.26	
Interest on Cash in hands of City Treasurer		401.93	
Sundry Receipts		4,981.18	
Total Receipts		$123,182.19	
Cash Balance November 30, 1916		78,285.56	
			$201,467.75

Disbursements.

Salaries: Main Library	55,988.80		
Branches	24,551.42		
Delivery Stations	2,628.65	83,168.87	
Books		38,119.56	
Binding		8,851.82	
Finding Lists		1,248.85	
Printing and Stationery		2,188.86	
Periodicals		1,103.27	
Miscellaneous Expense		904.82	
Fuel		3,787.97	
Heating and Generating Plant		743.05	
Electric Supplies and Repairs		255.95	
Elevator Supplies and Repairs		251.08	
Janitor's Expense		207.56	
Furniture and Fixtures		4,417.68	
Insurance		106.00	
Freight and Expressage		71.78	
Postage		736.71	
Refunds—Books Lost and Paid for		54.68	
Repairs, Alterations and Improvements		13,357.20	
Delivery Stations—Miscellaneous		1,004.82	
Branches—Miscellaneous		3,570.45	
Total Disbursements			164,150.98
Cash Balance February 28, 1917, in hands of City Treasurer			$ 37,316.77

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended February 28, 1917.

Receipts.

	Total	Dec., 1916	Jan., 1917	Feb., 1917
Kelly Branch	3,578.37	681.84	2,891.80	4.73
Kelly Fund Income	18.52	.....	18.52	.....
Ryder Fund Income	110.65	50.00	60.65	.....
Beecher Fund Income	41.22	40.00	1.22	.....
Jackson Fund Income	.62	.....	.62	.....
Rental Collections	645.12	218.57	249.00	177.55
Certificate of Deposit	588.24	.....	588.24	.....
Secretary's Petty Cash	1,286.35	347.35	488.55	450.45
Duplicates	.85	.85	.....	.....

Miscellaneous	452.50	216.80	97.32	138.38
Finding Lists	149.80	28.89	51.92	68.99
Books Lost and Paid for	474.84	220.10	136.65	118.09
Deposits Received	943.55	306.95	362.35	274.25
Fines	5,876.64	1,973.45	2,201.89	1,701.30
Total Receipts	$14,167.27	$4,084.80	$7,148.73	$2,933.74
Add: Cash Balance Nov. 30, 1917	3,637.89	3,637.89	2,749.02	5,378.03
	$17,805.16	$7,722.69	$9,897.75	$8,311.77
Disbursements.				
Treasurer	$4,981.18	$ 466.64	$ 2,487.78	$2,026.76
Pension Fund	1,973.45	1,973.45	.....	.....
Kelly Branch	3,000.08	1,475.06	596.83	928.19
Ryder Fund Income	13.60	13.60	.....	.....
Insurance Fund	51.00	51.00	.....	.....
Rental Collections	280.74	198.42	82.32	.....
Certificate of Deposit	588.24	.....	588.24	.....
Books	81.85	60.45	20.90	.50
Freight and Expressage	71.78	6.97	42.32	22.49
Printing and Stationery	33.53	14 34	5.61	13.58
Periodicals	37.80	18.80	19.00	.....
Postage	736.71	285.81	210.30	240.60
Heating and Generating Plant	16.08	12.58	3.00	.50
Delivery Stations—Miscellaneous	19.59	8.05	.30	11.24
Electric Supplies and Repairs	1.07	.....	1.07	.....
Branches	20.42	10.77	9.65	.....
Janitor's Expense	3.00	3.00	.....	.....
Miscellaneous Expense	329.19	44.10	111.15	173.94
Refunds—Books Lost and Paid for	54.68	23.68	27.15	3.85
Deposits Refunded	852.05	306.95	314.10	231.00
Total Disbursements	$13,146.04	$4,973.67	$4,519.72	$3,652.65
Cash Balance February 28, 1917	$ 4,659.12	$2,749.02	$5 378.03	$4,659.12

Current and Trust Funds—Summary of Balances.

	Dec. 30, 1916	Jan. 31, 1917	Feb. 28, 1917
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	686.26	704.78	704.78
Kelly Branch	.....	2,294.97	1,371.51
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	79.87	140.52	140.52
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	121.65	122.87	122.87
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	54.62	55.24	55.24
Secretary's Petty Cash	11.45	49.55	33.30

Security Deposits	1,165.00	1,213.25	1,256.50
Special Deposits	100.00	100.00	100.00
Insurance Fund	60.00	60.00	60.00
Rental Collections	470.17	636.85	814.40
Total Current and Trust Funds	$280,749.02	$283,378.03	$282,659.12
Made up as follows:			
Bonds—Book Value	$277,411.76	$277,411.76	$277,411.76
Certificate of Deposit	588.24	588.24	588.24
Cash	2,749.02	5,378.03	4,659.12
	$280,749.02	$283,378.03	$282,659.12

Reconciliation of Trust Funds, February 28, 1917.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William H. Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000,00	
Hiram Kelly Increment	65,000.00	
Total Trust Funds		$278,000.00
Investments:		
Municipal and Sundry Bonds as per Exhibit "F" (par value $278,000.00)	$277,411.76	
Union Trust Company Certificate of Deposit	588.24	
Total Investments		$278,000.00

Reconciliation of Cash Account February 28, 1917.

First National Bank:			
Balance per Bank Statement April 30, 1917		$ 4,329.66	
Deduct Outstanding Checks:			
No. 6165	$ 1.50		
6171	1.00		
6173	6.00		
6177	5.25		
6179	4.00		
6194	5.81		
6207	1.50	25.06	
Balance per books			$4,304.60

Union Trust Company:			
Balance per Bank Statement April 30, 1917		1,816.64	
Deduct Outstanding Checks:			
No. 2131	10.83		
2135	1.20		
2139 to 2150 inclusive	295.12	307.15	
Balance per Books			$1,509.49
Illinois Trust and Savings Bank:			
Savings Account Balance			540.72
Total Bank Balances			$ 6,354.81
Add: Cash as per Count May 10, 1917		622.23	
Deposits in May, 1917		747.43	
Disbursements March 1, 1917 to May 10, 1917		6,106.59	7,476.25
			13,831.06
Deduct Receipts March 1, 1917 to May 10, 1917			9,171.94
Balance as per Books February 28, 1917			$4,659.12

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Healy, Chairman, requested Director Breyer to present the matters in the hands of the Committee on Buildings and Grounds.

Director Breyer presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

Herman W. Freund, rent, Edison Park Branch	$ 25.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, 26th St. Branch	75.00
A. Pink, rent, North Ave. Branch	100 00
F. A. Hill & Co, Agents, rent, Austin Branch	100.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Wm. E. Dever, rent, Sheridan Branch	170.00
Commonwealth Edison Co., electric current	150.46
Peoples Gas Light & Coke Co., gas	20.80
Consumers Co., coal and slabs	145.73
West Side Patrol and Night Watching Agency, special night service, Douglas Park Branch	9.30
Chicago Telephone Co., telephone service	87.49
Acme Mill Ends Co., toweling	113.50
A. P. W. Paper Co., paper	90.00
Citizens Street Cleaning Bureau, removing cinders and rubbish	26.90
Mattmiller Laundry Co., laundering towels	30.40
Sanitary Office Towel Co., laundering towels	14.05
Individual Towel & Cabinet Service Co., clean towel supply	10.00
Haegele Ice Co., ice	17.36
Buchanan Bros., sprinkling streets	15.00
Bullard & Gormley Co., hardware	33.02
H. Schultz & Co., pamphlet boxes	16.00
Chicago Evening Post Co., advertising	11.72
American Type Founders Co., type	10.55
Gerts Lumbard Co., brushes	5.48
City Collector, City of Chicago, street car book	2.65
Pottinger-Flynn Coal Co. coal	169.00
Krehbiel Co., coal analysis	25.00
D. J. Gallagher Mfg. Co., waste	42.35
Lunkenheimer Co., valve	9.98
O. C. Keckley Co., saw blades and gaskets	9.75
Bartell Bros., kerosene	4.50
Western Electric Co., mazda lamps	85.43
Mill Remnants Co., remnants	64 90
James S. Kirk & Co., soft soap	55.49
Cudahy Packing Co., soap powder	21.60
Wm. Dilley, brushes and wringers	30.50
Remien & Kuhnert Co., shellac, enamel, oil, etc.	25.55
Marshall Field & Co., rug, pillow, shade, etc.	31.85

Allen Filter Service, coolers and bottles..	20.50
Newton & Hoit Co., furniture.....	16.50
Geo. H. Clark & Co., cooker.....	12.50
L. Gould & Co., garbage can.....	3.60
G. B. Davidson, insurance. main library building, branches, etc.....	1,900.93
H.Rosenbaum Roofing Co., repairing,etc., moulding on main building.....	184.78
W. J. Gemeny Co., repairing boiler at Humboldt Branch.....	68.80
E. Baggot Co., plumbing.....	48.60
Art Metal Construction Co., final payment on metal bookstacks.....	458.00
S. N. Nielsen, final payment mason work, Woodlawn Branch.....	989.62
Allerton Clarke Co., hardware, Woodlawn Branch.....	147.72
J. G. McCarthy, final payment painting, Woodlawn Branch.....	100.00
Standard Oil Co., gasoline.....	232.85
Chicago Auto Equipment Co., automobile accessories.....	72.07
Samuel Harris & Co., machinists' supplies.....	19.44
Valvoline Oil Co., oil.....	16 93
W. P. Collins & Co , oil soap.....	15.00
Chicago Republic Truck Co., automobile accessories.....	5.74
Maypole Garage, storing automobile.....	13.00
Irving Park Livery and Garage, auto storage.....	6.00
The Carborundum Co , carbo wheels.....	3.57
Inter Ocean Cabinet Co., material for book trucks.....	65.00
R. M. Eddy Foundry Co., castings.....	46.00
Hyatt Roller Bearing Co., bearings for book trucks.....	43.20
W. H. Salisbury & Co , tires.....	37.67
A. J. Belanger, making patterns.....	18.50
American Vulcanized Fibre Co., bushings and granite.....	17.26
Chicago Brass Works. castings.....	3.47
Chicago Pulley & Shafting Co., shafting..	3.21
H. G. Wilson, Sec'y, cash expenditures, April, 1917.....	190.44
	$6,992.21

He, also, presented the following list of bills for the maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Commonwealth Edison Co., electric current.....	$ 22.40
Chicago Telephone Co., service.....	3.75
Consumers Co., coal.....	41.25
	$ 67.40

He, also, moved that the Secretary be authorized to order 25 signs for the various delivery and deposit stations from the Enamel Steel Sign Company at $4.35 per sign, this being the lowest bid received.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Healy, Pokorney, Mayer, Barr and the President—8.

Nays—None.

He, also, presented a communication from Jacob Reitz, Chief Engineer, in regard to repairs to the indirect heating and tempering coils.

Director Healy moved that the matter be referred to the Committee on Buildings and Grounds.

Carried.

REPORTS.

The Librarian presented a communication from the heads of departments.

Director Healy moved that the communication be received and spread upon the records.

Carried.

The following is the communication:

The Honorable,
Board of Directors,
Chicago Public Library.

Gentlemen:—In token of their unanimous and heartfelt appreciation of the action of your Honorable Board in taking cognizance of prevailing economic conditions by the grant of a general increase in salaries, the Heads of Divisions have signed their names hereto, both for themselves and for the members of the staff in the several Divisions. They ask your Honorable Board to accept this expression of their sincere gratitude together with renewed assurance of their loyalty.

They ask leave, also, to record their grateful acknowledgments to the Chief

Librarian for his good-will and his consistent and kindly interest in their welfare.

Respectfully submitted,

C. B. Roden, Administration Division.
Caroline Bernhardt, Accessions Division.
Frank E. Waska, Arts and Crafts Division.
J. Ritchie Patterson, Bindery Division.
John F. Phelan, Branches Division.
Bessie Goldberg, Catalog Division.
Pearl I. Field, Circulation Division.
Charles Lhotka, Civics Division.
Faith E. Smith, Instruction Division.
May I. Carroll, Loan Record Division.
Reidar Arentz, Periodicals Division.
Carrie L. Elliott, Reference Division.
Lilyan G. Morawski, Registry Division.
Mary W. Wood, Schools and Deposits Division.
George S. King, Stacks.
William A. Purer, Stations Division.
Jacob Reitz, Engineers Division.
James J. Linehan, Janitors Division.
Benjamin M. Smith, Evening and Holiday Division.

CHICAGO, May 14, 1917.

The Librarian presented his statistical report for April, 1917, which was received and ordered published.

The President reported, as a result of the activities of the Library in connection with the Red Cross movement, that up to Saturday, May 12th inst., 327 people had subscribed, paying in $591.

NEW BUSINESS.

Director Barr presented the following resolution:

Whereas, The question has arisen in the various municipal and county bodies connected with the different branches of the public service regarding the payment of salaries in whole or part during the war to those employés who may enter the military or naval service in the United States of America;

Resolved, That it is the sense of the Board of Directors of the Chicago Public Library that they favor the payment of such salaries if such payment is permissible under the law; and further

Resolved, That the policy pursued by this Board shall correspond with that determined by the other municipal and county bodies.

Director Healy moved the adoption of the resolution.

Carried.

The President, Director Henius, presented the following resolution and moved its adoption.

Carried.

In view of the fact that thousands of young men who have been accustomed to use the Chicago Public Library in times of peace will shortly be called into service in places remote from the usual channels of book supply, and in view of the difficulties which of necessity would be encountered in endeavoring to furnish reading matter from a municipally governed public library for soldiers, nurses and others in similar service stationed in distant parts of the world not as local units but as part of groups assembled from many sections of the country;

In view, further, of the great comfort which may be derived by the soldiers in the field and in the trenches, and nurses in the camps and in the hospitals, from liberal access to books and magazines, requests having already come in considerable number to the library for individual consideration on behalf of national guardsmen stationed away from home;

Resolved, That the Chicago Public Library Board of Directors hereby authorizes the Chief Librarian to make the necessary arrangements for the establishment

of soldiers traveling libraries and knapsack libraries on the following basis:

Citizens of Chicago and elsewhere shall be invited to contribute each such book or books as they may be willing to send for the purpose, to the Chicago Public Library, which shall act as a clearing house in receiving, preparing and administering the collections made up of such of the volumes as may be found desirable for the purpose. In co-operation with official representatives of the various military and naval units, these general traveling libraries for soldiers and special knapsack libraries for small groups shall be furnished under such elastic rules and regulations as shall reduce to a minimum the difficulty of securing them and rendering them most widely useful. In the event that a national movement to supply soldiers and nurses with magazines and books is realized, the Librarian is authorized to cooperate in such manner as may seem best calculated to carry out the intent of this resolution.

Director Barr moved that the President appoint a committee of three for the purpose of revising the rules of the Board and report at next meeting.

Carried.

Director Healy moved that the President be named a member of this Committee.

Carried.

The President appointed as members of the special committee Directors Barr, Mayer and Henius.

On motion of Director Breyer, the Board adjourned.

A. L. Wilson

Secretary.

REPORT OF LIBRARIAN FOR APRIL, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of April was 490,394; for the corresponding month of the previous year 385,014. The circulation was from the following sources:

Central Library	70,286
Branches	285,755
Stations	62,487
Traveling Libraries	48,563
Deposits and Miscellaneous	23,303
	490,394

The following is a summary of the books obtained at the Central Library:

Main Collection	29,942
Open Shelf	30,899
Hughes Room	2,903
Music Room	2,661

Information Desk (Teachers and special cards)	2,580
Miscellaneous	551
Books for the Blind	537
Documents	213
	70,286

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,445	416	2,861
Austin	10,856	349	11,205
Austin High	3,767	....	3,767
Bessemer Park	4,251	275	4,526
Blackstone	9,652	603	10,255
Burr School	5,313	248	5,561
Cornell Square	3,628	115	3,743
Davis Square	1,626	82	1,708
Douglas Park	17,094	3,395	20,489
Dvorak Park	4,897	151	5,048
Eckhart Park	5,828	434	6,262
Englewood High	3,318	....	3,318
Forestville School	2,682	116	2,798
Fuller Park	4,718	328	5,046
Hamilton Park	6,264	293	6,557
Hamlin Park	4,795	227	5,022
Hardin	4,790	138	4,928
Harrison High	4,122	....	4,122
Hebrew Institute	8,985	1,058	10,043
Holstein Park	4,714	164	4,878
Humboldt	12,977	1,753	14,730
Independence Park	4,030	321	4,351
Kelly	14,480	451	14,931
Kosciusko	1,717	10	1,727
Lake View High	2,748	....	2,748
Lewis Institute	13,814	960	14,774
Lincoln Center	8,281	470	8,751
Logan Square	9,388	535	9,923
Mark White Square	4,202	133	4,335
Marshall High	475	....	475

Morse School	3,668	122	3,790
Ogden Park	9,651	318	9,969
Palmer Park	4,871	185	5,056
Pulaski Park	3,655	93	3,748
Scanlan School	5,034	73	5,107
Senn High	4,642	....	4,642
Seward Park	6,133	471	6,604
Sheridan	12,270	404	12,674
Sherman Park	6,255	170	6,425
Stanford Park	5,366	371	5,737
Stanton Park	4,023	193	4,216
Sumner School	5,368	306	5,674
Walker	2,897	77	2,974
West 26th Street	9,638	304	9,942
Woodlawn	16,427	1,112	17,539
Total	285,755	17,224	302,979

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	2,412	271	2,683
Assoc. House	724	1231	1955
Birchwood	784	..	784
Brighton Park	2,078	..	2,078
Butler House	2,654	.	2,654
Cheltenham	958	58	1,016
Chicago Lawn	2,037	..	2,037
Dauphin Park	973	228	1,201
Dunning	1,449	..	1,449
East Rogers Park	1,236	307	1,543
Edgewater	1,151	191	1,342
Edison Park	1,035	..	1,035
Fernwood	971	..	971
Gano	1,135	..	1,135
Grand Crossing	2,099	73	2,172
Gresham	3,018	46	3,064
Hegewisch	1,340	..	1,340
Hermosa	1,355	..	1,355
Irving Park	576	164	740
Jefferson Park	208	..	208
Jewish Educ. All	1,465	214	1,679
Longwood	991	..	991
Madison Street	96	181	277
Mayfair	1,063	..	1,063
Montrose	811	..	811
Norwood Park	221	..	221
Park Manor	1,664	237	1,901
Ravenswood	1,351	302	1,653
Rogers Park	4,767	135	4,902
South Shore	843	84	927
Washing'n Heights	618	..	618
West Brighton	1,493	..	1,493
West Englewood	964	..	964
West Pullman	2,146	..	2,146
West Ravenswood	1,668	226	1,894
W. Thirty-first St.	209	150	359
Total	48,563	4,098	52,661

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	285,755	17,224	302,979
Traveling Libraries	48,563	4,098	52,661
Business House Deposits	22,081	2,154	24,235
Miscellaneous References	1,222	.....	1,222
Total	357,621	23,476	381,097

Of the 62,487 books supplied through the Stations Department, 17,224 were sent to 39 branches and 45,263 to 71 stations. The books supplied for the same month of the preceding year numbered 62,078 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 19,616.

REFERENCE ROOM.

Number of books issued from stacks.....33,037
Number of recorded visitors.....13,778

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 4,925 Visitors, 1,066.

HUGHES ROOM.

Volumes circulated, 2,903; pictures circulated, 2,244; visits from school classes, ...; recorded visitors, 2,947. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,910. Newspapers, 782. Visitors, 1,599.

CIVICS ROOM.

Magazines issued, 1,725; directories consulted, 2,485; bound documents used, 1,611; books, 958; pamphlets, 10,440. Visitors, 4,919.

STUDY ROOM

Volumes consulted, 2,907. Visitors, 4,243.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,422. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 107,145.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,907; issued in April of the previous year, 4,883.

Number of juvenile cards issued, 1,908; research cards, 5; vacation cards..... teachers' cards, 105; summer cards..... The number of three-year cards outstanding is 217,413.

BINDERY DEPARTMENT.

Number of books at binderies March 31, 1917	8,945
Number of books sent to binderies in April, 1917	6,502
Total number of books at binderies in April, 1917	15,447
Number of books received from binderies in April, 1917	7,791
Number of books at binderies April 30, 1917	7,656
Number of books repaired in Library in April, 1917	5,481

GROWTH OF THE LIBRARY.

The total number of volumes in the Library May 1, 1917, was 803,948. Received since June 1, 1916, 126,171; since April 1, 1917, 15,537. Books worn out and discarded since June 1, 1916, 21,969; since April 1, 1917, 2,000. Books lost and paid for since June 1, 1916, 1,558; since April 1, 1917, 171. Books found and money refunded since June 1, 1916, 155; since April 1, 1917, 9.

HENRY E. LEGLER,
Librarian.

CHICAGO, May 14, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 28, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Pokorney, Mayer and Barr.

Absent—Directors Ksycki, Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Breyer, the reading of the minutes of the regular meeting held May 14, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. F. N. Born, requesting the Board to appoint her keeper of delivery station No. 16 South, located at No. 146 West Sixty-ninth Street.

Referred to the Committee on Library.

From the Chicago Distribution Committee, requesting permission to send a speaker to address the employés of the Library on the liberty loan.

Director Pokorney moved that Mr. L. A. Gridley, Captain, District No. 10, the Chicago Distribution Committee, be given permission, with other members of the Committee, to address the employés of the Library on the liberty loan with the provision that there be no soliciting among the employés, but that arrangements be made for employés wishing to subscribe to do so through the Secretary of the Library Board.

Carried.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors,
Chicago Public Library.

Gentlemen:—In accordance with the usual custom your Committee on Library recommends that the Secretary be authorized to advertise for proposals for binding during the ensuing year and for current American books to be purchased during that period.

Your Committee also recommends that the sum of $10,000 be and the same is hereby appropriated out of the book fund for June purchases, in addition to the unexpected May balance previously appropriated.

Book orders based on the recommendations of the Librarian have been authorized as follows out of the May appropriation:

Main Collection:	1019 vols., 146 pamphlets,	$1015.00
Branch Collection:	2299 vols.,	2236.00
High School Collection:	95 vols.,	112.00
Deposit Collection:	2362 vols.,	1613.00
Reserve Collection:	910 vols.,	847.00
Rental Collection:	243 vols.,	243 00
Kelly Fund:	75 vols.,	67.00
Total:	6903 vols., 146 pamphlets,	$6133.00

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, May 28, 1917.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Lagorio presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors,
Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—George F. Elger, May 11; Michael Leberstein, May 23.

Junior library assistants—Daisy Furchgott, June 1; Mildred F. Goodnow, May 10.

Janitress—Agnes F. Cronin, May 15.

Your Committee recommends granting leaves of absence as follows in accordance with the rules:

Ella J. Horrobin, senior library assistant, two months from May 21.

Mary Mangan, janitress, one month from May 26.

Anna J. Ferguson, principal library assistant, April 23 to May 19, inclusive, without deduction of salary.

Charlotte E. Smith, junior library assistant, first six days, March 22 to 28, offset for vacation period, half-pay for the following three weeks.

In putting into effect the new schedule of salaries for pages as the same applies to the night service, the basis of computation shall be as follows:

Group D—Three-fifths' time;
Group C, B and A—Four-fifths' time.

Respectfully submitted,
OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, May 28, 1917.

He, also, presented the bill of the United States Audit Company in the sum of $43 75 for auditing the books and accounts of the Public Library for the quarter ended February 28, 1917, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Breyer presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds recommends that the Secretary be authorized to advertise for proposals for coal for the main library building and branches for the year beginning July 1, 1917, and would further recommend that the contract for coal for the main building be awarded on the B. T. U. basis as heretofore.

Your Committee also reports that in matters referred to it with power to act, contracts have been awarded as follows, the award being made in each case to the lowest bidder:

Newton & Hoit Co.

2 catalog stands,
6 order slip trays,
1 counter top for reference room,
2 sign board stands,
6 glass display cases,
12 small display racks,
all for the sum of $627.25.

Library Bureau.

12 bulletin boards and stands for the sum of $168.00.

Chicago Republic Truck Co.

1 one-ton chassis, $1,142.69.

Wayman & Murphy Co.

Body for one-ton truck, $350.00.

Samuel Olson & Co.

Ash elevator and hopper, $2 200.00.

All of which is respectfully submitted,
CHAS. C. BREYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.
CHICAGO, May 28, 1917.

He, also, presented a bill from Fred A. Phillips, in the sum of $1,011.21, for general liability and compensation insurance and moved that the bill be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

He, also, recommended that the Secretary be authorized to purchase from the Western Slate Co. one thousand slate, for repairs to the roof, at a cost of fourteen cents each, this being the lowest bid received.

The recommendation was concurred in as follows:

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

He, also, presented a communication from the Citizens Street Cleaning Bureau in reference to cleaning and flushing the sidewalk and street of the Washington street front of the Library building.

Director Breyer explained that heretofore the Citizens Street Cleaning Bureau had sprinkled and cleaned Washington street without any charge to the Library, and that they had recently started a service for flushing the sidewalks as well, and asked that the Board pay at the rate

of eight cents a front foot for this combined service.

Director Breyer moved that this request be granted and that the Board pay the sum of $12.32 per month for the service as indicated above.

Carried.

SPECIAL COMMITTEES.

Director Barr, Chairman of the Special Committee on revision of the by-laws, reported progress and was granted further time.

Director Henius, Chairman of the Special Committee on Legislation, reported progress on legislation now pending at Springfield.

REPORTS.

The President, Director Henius, reported in connection with the Red Cross movement, that since the last meeting of the Board 454 additional names had been added to the list, and the sum of $685.00 additional turned in to the society, making a total of 781 names and a total of $1,276.00.

He, also, reported that the responses to the resolution asking for books for traveling libraries for soldiers were very gratifying not only in regard to the number of books, but to the class of literature and the condition of the books as well.

He, also, reported that letters had been sent to a large number of moving picture theaters requesting them to exhibit a lantern slide advertising the plan for supplying books for soldiers, and that responses had been received from a number of the moving picture theaters volunteering to co-operate with the Library in this movement.

The Librarian presented the following report, which was received and ordered published:

To the President and Board of Directors,
Chicago Public Library,

Gentlemen:—A circular was issued recently to business concerns of Chicago inviting them to send their catalogs for the "Made in Chicago" section of the Civics Room. As a result this department has brought the files up to date and many additional catalogs from concerns not previously represented have been secured.

Number of letters sent, 700.

Number of firms which have sent their catalogs, 423.

Number of firms supplied with list of business books issued in 1916, 68.

Respectfully submitted,
HENRY E. LEGLER,
Librarian.

CHICAGO, May 28, 1917.

The Librarian also presented the following report, with a communication from the Department of Health:

To the President and Board of Directors,
Chicago Public Library.

Gentlemen:—Serious encroachment on the book supply of the Chicago Public Library is threatened by a recent ruling of the health authorities relative to volumes loaned for home use where contagious diseases may exist. Up to this time it has been customary for the Health Department to notify the Public Library of such cases and books returned from them have been thoroughly fumigated prior to re-issue. Under the new ruling, which applies in all cases of scarlet fever and diphtheria, health officers destroy the books belonging to the Library found in homes where there are contagious diseases. During periods when scarlet fever is quite prevalent in the city this

means the destruction of from twenty to thirty volumes daily.

Respectfully submitted,

HENRY E. LEGLER,
Librarian.

CHICAGO, May 28, 1917.

Director Barr moved that the Librarian be instructed to inform the Department of Health the Board would expect recompense for any and all property of the Library destroyed by the Department of Health.

Carried.

NEW BUSINESS.

Director Barr moved that the matter of closing the Library June 5 (registration day) be left in the hands of the President with power to act.

Carried.

On motion of Director Mayer, the Board adjourned.

H. L. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JUNE 11, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Pokorney and Barr.

Absent—Directors Healy, O'Connell and Mayer.

MINUTES APPROVED.

On motion of Director Lagorio, the reading of the minutes of the regular meeting held May 28, 1917, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows out of the May appropriation:

Main Collection:	1533 vols., 93 pamphlets,	$1606.00
Branch Collection:	883 vols., 150 pamphlets,	721.00
High School Collection:	761 vols.,	861.00
Deposit Collection:	708 vols.,	267.00
Reserve Collection:	40 vols.,	11.00
Picture Collection:	981 pictures,	222.00
Kelly Fund:	28 vols.,	22.00
Ryder Fund:	4 vols.,	6 00
Total:	3957 vols., 243 pamphlets, 981 pictures,	$3716.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $35.61, be paid from the incidental fund.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, June 11, 1917.

He, also, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that station 16 South be transferred to Mrs. F. N. Born, 146 West 69th street, and that petition from Mr. M. C. Johnston, 227 West 69th street, for transfer of station 16 South to his place be filed.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, June 11, 1917.

Director Pokorney moved that the Secretary be authorized to purchase 50,000 book pockets for the main library.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

Director Pokorney presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

Marshall Field & Co., books	$7,330.59
Albert Bonnier Publishing Co., books	1,375.47
A. Kroch & Co., books and subscriptions	641.50
Niel Morrow Ladd Co., books	610.95
Geo. Banta Publishing Co., books	354.63
A. C. McClurg & Co., books	241.49
C. V. Ritter, books	193.50
Keystone View Co., books	164.70
A. L. A. Publishing Board, books	90.00
H. R. Huntting Co., books	59.45
Moody Manual Co., subscription	40.00
R. L. Polk & Co., books	20.00
W. A. Gough, books	11.85
National Municipal League, books	12.50
H. W. Wilson Co., books	11.42
Western Survey Co., books	8.00
Thomas Nelson & Sons, covers for books	7.50
A. W. Shaw Co., books	5.58
Pan-American Union, subscription	36.00
Geo. E. Koehler & Son, binding	959.52
Brabandt & Valters Book Binding Co., binding	601.11
Northwestern Bindery, binding	553.39
Joseph Flucke & Son, binding	339.12
Burgmeier Book Bindery, binding	322.15
John Seybold, binding	227.91
Gaylord Bros., binders	57.63
Williamson Glue and Gum Works, paste	19.50
Slade, Hipp & Meloy, gummed muslin	15.00
Dwight Bros. Paper Co., paper	82.20
James White Paper Co., paper	24.00
Cameron, Amberg & Co., printing	248.05
Max Stern's Sons, printing	99.25
James Watson & Co., printing	56.25
Bentley, Murray & Co., pamphlets	7.50
Swigart Paper Co., paper	159.88
Bradner, Smith & Co., paper	56.50
Chicago Paper Co., paper	46.55
J. W. Butler Paper Co., paper	13.50
Sewell-Clapp-Envelopes, envelopes	95.62
City Collector, pay roll supplies	5.94
Universal Stamp and Stencil Works, dates, etc	36.75
Rockwell-Barnes Co., pencils, etc	95.00
Geo. E. Cole & Co., stationery	7.32
Tablet and Ticket Co., gummed letters	5.90
American Type Founders Co., type	5.60
H. G. Wilson, Sec'y, cash expenditures, May, 1917	307.10
	$15,663.37

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$149.64
Pan-American Union, subscription	2.00
The National Education Association, books	2.00
Scott Stamp and Coin Co., catalog	1.14
Northwestern Bindery, binding	37.50
Brabandt & Valters Book Binding Co., binding	14.80
Geo. E. Koehler & Son, binding	5.26
	$212.34

Rental Collection.

Marshall Field & Co., books	$165.26

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Page: Thomas H. Kehoe, May 13.

Messenger: John B. Bloom, May 30.

It is further recommended that leave of absence be granted Levi E. Southe, page, from June 19 to September 1.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
Committee on Administration.

CHICAGO, June 11, 1917.

He, also, presented the list of vacancies and appointments for May, 1917, which was received and ordered published.

The following is the list:

Irving Abram, page, separated May 14.

Joseph Baker, page, separated May 10.

Abe Berger, page, separated May 3.

Sadie Bernstein, library typist, transferred to the Municipal Tuberculosis Sanitarium May 6.

Bernard Brady, page, appointed temp. May 2, $420 per year.

Osceola Browning, page, appointed temp. May 17, $420 per year.

Florence Chandler, junior library assistant, separated May 6.

May Cornwall, junior library assistant, appointed senior library assistant May 18, $720 per year (Promotional).

Agnes Cronin, janitress, resigned May 15.

George Elger, page, resigned May 11.

Abraham Elson, page, resigned April 29.

Mildred Goodnow, junior library assistant, resigned May 10.

Edith Greengard, junior library assistant, appointed May 7, $480 per year.

Lizzie Grison, book repairer, separated May 25; appointed civil service May 26, $480 per year.

D. E. Halberstadt, mechanical and electrical engineer, appointed temp. May 15, $1440 per year.

Phillip Harris, page, separated May 3.

William Hershel, page, appointed May 4, $420 per year.

Abe Hirsch, page, appointed temp. May 4, $420 per year.

Emma Hulse, book repairer, separated May 10; appointed civil service May 11, $420 per year.

Nellie Jacker, book repairer, separated May 10; appointed civil service May 11, $420 per year.

Edward Karasinski, page, appointed May 15, $420 per year.

Walter King, page, appointed temp. May 26, $420 per year.

Jessie Lawson, senior library assistant, appointed principal library assistant May 11, $1020 per year (Promotional).

Michael Leberstein, page, resigned May 23.

Albert Lipsey, page, appointed temp. May 8, $420 per year.

Jennie Manley, library typist, separated May 10; appointed book repairer May 11, $420 per year

Abe Mendelsohn, page, separated May 3.

Mabel Moderwell, junior library assistant, appointed senior library assistant May 11, $720 per year (Promotional).

William Monsson, page, appointed temp. May 11, $420 per year.

Harry Morgan, page, discharged April 25.

Dorothy Mott, junior library assistant, appointed May 11, $480 per year.

Catherine Murphy, janitress, appointed temp. May 28, $780 per year.

Donald Noble, page, separated May 20.

Godfrey Nordeen, page, separated May 4.

Edward O'Meara, page, separated May 23.

Hazel Rouse, junior library assistant, appointed senior library assistant May 11, $720 per year (Promotional).

Marie Ryan, senior library assistant, ap-

pointed principal library assistant May 11, $1020 per year (Promotional).

Ella Saunders, junior library assistant, appointed senior library assistant May 3, $720 per year (Promotional).

Pyrrha Sheffield, senior library assistant, appointed principal library assistant May 26, $1080 per year (Promotional).

Mary Sheper, junior library assistant, appointed temp. May 17, $420 per year.

Ruth Sweeney, junior library assistant, resigned May 10.

Gertrude Van Straaten, junior library assistant, appointed temp. May 12, $420 per year.

May Weaymouth, book repairer, separated May 10; appointed civil service May 11, $420 per year.

Sonja Wennerblad, junior library assistant, resigned May 5.

James Yourell, page, appointed temp. May 7, $420 per year; separated May 20.

Charlotte Zepf, junior library assistant, appointed May 11, $480 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Breyer presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., electric current	136.52
Peoples Gas Light & Coke Co., gas	4.80
Consumers Co., coal	93.97
Chicago Telephone Co., service	85.94
Toll Bros., laundering towels	75.81
Individual Towel & Cabinet Service Co., clean towel supply	10.80
Carson, Pirie. Scott & Co , cheese cloth	4.42
Haegele Ice Co., ice	20.03
Buchanan Bros., sprinkling streets	15.00
W. H. Salisbury & Co., tire tubes, etc	89.51
McIntosh Stereopticon Co., movie slides	13.50
The Fair, screens, etc	12.50
City Collector, elevator inspections	4.00
Pottinger-Flynn Coal Co., coal	753.57
Baker Bros., coal	45.50
Krehbiel Co., coal analysis	25.00
Crane Co., ells, couplings, etc	27.50
Perkins Machine Co., machinists' supplies	20.70
Remien & Kuhnert Co., shellac, lead	11.70
Citizens Street Cleaning Bureau, removing cinders	21.60
Multi Refillable Fuse Co., electrical supplies	24.40
Inland Electric Co., electrical supplies	4.00
Western Electric Co., mazda lamps	30.24
D. J. Gallagher Mfg. Co., waste	23.47
Cudahy Packing Co., soap powder, etc	49.05
L. Gould & Co., brushes	55.25
H. Channon Co., mops	41.40
Bullard & Gormley Co., hardware	9.03
West Disinfecting Co., pipe klenzo	9.00
Plunkett Chemical Co., mops	3.00
Alaska Refrigerator Co., refrigerator	82.93
Albert Pick & Co., dishes, etc	50.45
Newton & Hoit Co., furniture	46.75
Geo. B. Carpenter & Co., awning, rope, etc	35.02
Rollo, Webster & Co., insurance on Library building	60.00
Coolidge & Hodgdon, professional services	15.32
Standard Oil Co., gasoline	253.00
Valvoline Oil Co., oil	16.40
Chicago Republic Truck Co., Republic chassis, etc	1,169.77
Velie Motors Corporation, parts for Velie car	101.65
Bird-Sykes Co., automobile accessories	4.38
Chicago Auto Equipment Co., automobile accessories	2.50
Maypole Garage, storing automobile	12.75
Irving Park Livery and Garage, storing automobile	6.00
William Sullivan, final payment steam heating Woodlawn Branch	617.00
Marshall Field & Co., baskets and kitchen utensils	32.74
H. G. Wilson, Sec'y, cash expenditures, May, 1917	175.86
	$5,248.73

He, also, presented a list of bills for maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Yeas — Directors Breyer, Lagorio,

Ksycki, Pokorney, Barr and the President—6.

Nays—None.

Commonwealth Edison Co., current	$17.60
Chicago Telephone Co., service	3.75
Consumers Co., coal	83.00
	$104.35

SPECIAL COMMITTEES.

Director Barr, Chairman of the Special Committee on revision of the by-laws, reported progress and was granted further time.

REPORTS.

The Assistant Librarian presented the statistical report of the Librarian for the month of May, 1917, which was received and ordered published.

The President, Director Henius, reported in connection with the Red Cross movement that the total receipts are as follows: 1,109 members paying in $1,697.00 subscription.

He, also, reported that over 10,000 books had been received for the traveling libraries for soldiers and that 2,700 books had been sent to Fort Sheridan, the Great Lakes Naval Training Station and the Municipal Pier Camp.

The President stated that there were several items of expense in connection with the collections and distribution of books for soldiers.

Director Barr moved that the President be authorized to expend in connection with the "Soldiers' Library" a sum not to exceed $500.00.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Barr and the President—6.

Nays—None.

The President also informed the Board that the Librarian's three weeks' vacation started today and that the Assistant Librarian, in accordance with the rules, is in charge.

On motion of Director Barr, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR MAY, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of May was 521,858; for the corresponding month of the previous year 384,584. The circulation was from the following sources:

Central Library	70,500
Branches	306,165
Stations	61,224
Traveling Libraries	59,978
Deposits and Miscellaneous	23,991
	521,858

The following is a summary of the books obtained at the Central Library:

Main Collection	29,638
Open Shelf	32,129
Hughes Room	2,462
Music Room	2,483
Information Desk (Teachers and special cards)	2,328
Miscellaneous	493
Books for the Blind	560
Documents	407
	70,500

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,505	328	2,833
Austin	11,233	344	11,577
Austin High	4,902	....	4,902
Bessemer Park	4,599	262	4,861
Blackstone	9,808	596	10,404
Burr School	5,548	246	5,794
Cornell Square	3,614	176	3,790
Davis Square	1,538	57	1,595
Douglas Park	18,005	3,419	21,424
Dvorak Park	4,820	92	4,912
Eckhart Park	5,517	385	5,902
Englewood High	4,608	....	4,608
Forestville School	3,002	122	3,124
Fuller Park	4,423	245	4,668
Hamilton Park	6,456	341	6,797
Hamlin Park	4,672	164	4,836
Hardin	4,426	144	4,570
Harrison High	5,734	....	5,734
Hebrew Institute	9,347	1,225	10,572
Holstein Park	4,720	150	4,870
Humboldt	13,018	1,966	14,984
Independence Park	4,469	263	4,732
Kelly	14,061	475	14,536
Kosciusko	4,770	51	4,821
Lake View High	4,621	....	4,621
Lewis Institute	14,343	941	15,284

Lincoln Center	8,377	423	8,800
Logan Square	9,281	480	9,761
Mark White Square	4.244	149	4.393
Marshall High	1,009	35	1,044
Morse School	5,049	233	5,282
Ogden Park	9,906	313	10,219
Palmer Park	4.586	124	4.710
Pulaski Park	3.519	98	3.617
Scanlan School	5.730	58	5,788
Senn High	9,671	....	9,671
Seward Park	6,142	455	6,597
Sheridan	12.789	389	13,178
Sherman Park	6,358	184	6,542
Stanford Park	5.988	249	6,237
Stanton Park	3,871	173	4,044
Sumner School	5,279	254	5.533
Walker	3,001	104	3,105
West 26th Street	9,379	231	9,610
Woodlawn	17,227	1,165	18,392
Total	306,165	17,109	323,274

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	2,818	237	3,055
Argyle	130	33	163
Assoc. House	645	1,210	1,855
Birchwood	841	..	841
Brighton Park	2,276	..	2,276
Butler House	2,725	.	2,725
Cheltenham	1,032	47	1,079
Chicago Lawn	2,156	..	2,156
Cicero Ave	346	..	346
Dauphin Park	1,110	231	1 341
Dunning	1,601	..	1,601
E. Fifty-eighth St.	737	1,412	2,149
East Rogers Park	1,466	284	1,750
E. Sixty-third St.	334	525	859
Edgewater	1,301	209	1,510
Edison Park	951	..	951
Fernwood	910	..	910
Gano	1,075	..	1,075
Grand Crossing	2,235	84	2,319
Gresham	3,007	33	3,040
Hegewisch	1,460	..	1,460
Hermosa	1,315	..	1,315
Irving Park	604	141	745
Jefferson Park	1,714	..	1,714
Jewish Educ. All.	3,198	..	3.198
Larrabee St	1,705	1,716	3.421
Lawndale	1,059	...	1,059
Longwood	987	..	987
Madison Street	750	1,027	1,777
Mayfair	1,070	..	1 070
Montrose	1,494	..	1.494
North Clark St.	57	86	143
Norwood Park	294	..	294
Park Manor	1,449	306	1,755

	Direct	Stations	Total		Direct	Stations	Total
Ravenswood	1,437	277	1,714	West Harrison St.	97	179	276
Rogers Park	4,332	109	4,441	West Pullman	2,166	..	2,166
South Shore	1,185	107	1,292	West Ravenswood	1,616	188	1,804
Washing'n Heights	596	..	596	West Ridge	164	....	164
West Brighton	1,776	..	1,776	W. Thirty-first St.	797	910	1,707
West Englewood	960	..	960	Total	59,978	9,351	69,329

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	306,165	17,109	323,274
Traveling Libraries	59,978	9,351	69,329
Business House Deposits	22,484	2,209	24,693
Miscellaneous References	1,507	.....	1,507
Total	390,134	28,669	418,803

Of the 61,224 books supplied through the Stations Department, 17,109 were sent to 40 branches and 44,115 to 67 stations. The books supplied for the same month of the preceding year numbered 61,347 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 20,071.

REFERENCE ROOM.

Number of books issued from stacks 32,317
Number of recorded visitors 13,064

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 5,058. Visitors, 1,103.

HUGHES ROOM.

Volumes circulated, 2,462; pictures circulated, 2,450; visits from school classes, ..; recorded visitors, 2,574. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 5,010. Newspapers, 710. Visitors, 1,649.

CIVICS ROOM.

Magazines issued, 1,825; directories consulted, 2,647; bound documents used, 1,667; books, 644; pamphlets, 8,940; visitors, 5,269; package libraries circulated, 132.

STUDY ROOM

Volumes consulted, 2,104. Visitors, 4,277.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,366. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 99,881.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,591; issued in May of the previous year, 5,064.

Number of juvenile cards issued, 3,741; research cards, 2; vacation cards, 7; teachers' cards, 96; summer cards..... The number of three-year cards outstanding is 212,030.

BINDERY DEPARTMENT.

Number of books at binderies April 30, 1917	7,656
Number of books sent to binderies in May, 1917	5,752
Total number of books at binderies in May, 1917	13,408
Number of books received from binderies in May, 1917	5,981
Number of books at binderies May 31, 1917	7,427
Number of books repaired in Library in May, 1917	5,327

GROWTH OF THE LIBRARY.

The total number of volumes in the Library June 1, 1917, was 806,172. Received since June 1, 1916, 130,545; since May 1, 1917, 14,374. Books worn out and discarded since June 1, 1916, 24,469; since May 1, 1917, 2,500. Books lost and paid for since June 1, 1916, 1,719; since May 1, 1917, 161. Books found and money refunded since June 1, 1916, 181; since May 1, 1917, 26. Books missing, 1915 to 1916, 8,851; delinquent books, 1915 to 1916, 664.

HENRY E. LEGLER,
Librarian.

CHICAGO, June 11, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JUNE 25, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer and Barr.

Absent—Directors Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Breyer, the reading of the minutes of the regular meeting held June 11, 1917, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that the sum of $10,000 be and the same is hereby appropriated out of the book fund for July purchases, in addition to the unexpended June balance previously appropriated.

Book orders based on the recommendations of the Librarian have been authorized as follows out of the June appropriation:

Main Collection:	35 vols.,	$ 59.00
Branch Collection:	510 vols.,	384.00
High School Collection:	172 vols.,	71.00
	717 vols.,	$514 00

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, June 25, 1917.

He, also, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

CHICAGO, June 25, 1917.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In response to an advertisement duly published, requesting proposals for supplying current American books for the ensuing year, and for binding, rebinding and repairing various grades of library books during the same period, your Committee on Library has received sundry bids which were opened in the presence of the bidders on Monday, June 18. Your Committee has carefully scrutinized these several bids and submits the following conclusions:

For supplying current American books two bids were received, from Marshall Field & Company and A. C. McClurg & Company, respectively, offering the following discounts from regular retail price:

	Regular Net Items	Text Book Publications	Old Long List Items	Popular Copyrights	Burt Home Library
Marshall Field & Co.....	30%	12½%	40%	43 cts.	48 cts.
A. C. McClurg & Co.....	33⅓%	18%	42%	42 cts.	45 cts.

These discounts were offered on a tabulated list of names of American publishers covering practically every firm in the trade and are therefore practically complete. In view of the marked variation in the figures as offered, showing material advantage to the Library in the second of the above bids, your Committee recommends that the offer of A. C. McClurg & Company be accepted.

In the matter of the binding bids we are confronted by a situation arising out of the scarcity of materials and the high prices of many of the substances used in bookbinding. Leather has advanced heavily in price within the past few months because of increased demand for military purposes. It will perhaps be necessary, during the course of the year, to reduce the amount of leather used in our binding, substituting buckram, on which prices have not increased very seriously. This consideration, however, will not affect our action on these bids, as choice of material is always a matter of specific direction in each instance.

Medium Grade Bindings.

We have received four bids on this work, from Joseph Flucke & Son, Northwestern Bindery, Brabandt & Valters and George E. Koehler & Son, the firms now holding the contracts, and from no others. The limit capacities of the four firms as indicated in the bids total 67,600 books, which is about the number the Public Library bound in the year just closing. The expected growth in circulation and continued large purchases will not diminish the number of books to be bound or rebound during the coming year. Prices were asked for on nine sizes in roan, morocco, pigskin, Tripoli goatskin, and buckram and duck, forty-five items in all. Nearly all have been advanced.

All things considered, your Committee feels justified in recommending that the contract for this class of work be divided between the four bidders: Brabandt & Valters, Northwestern Bindery, Joseph Flucke & Son and George E. Koehler & Son, in proportions to correspond with the capacity of the respective shops.

Reference Books.

Only one bid, that of the Burgmeier Book Bindery, was received in this class. No raise in prices was proposed on morocco, calf, pigskin, nor for binding the patent reports and newspapers, all of which this class includes, the whole scale having been readjusted in January of this year to meet existing conditions. From five to fifteen cents per volume, according to size, has been added for roan and buckram books, making an estimated increase of about $75.00 for the year. Your Committee recommends the accept-

ance of the Burgmeier Book Bindery for this class of work.

Resewing in Old Covers.

George E. Koehler & Son submitted the single bid for resewing in old covers and repapering sides and cleaning backs. Increases of two cents per volume for resewing and of one cent per book for repapering and cleaning make an estimated increase of one hundred dollars in the probable cost of this work for the year. As the same work has been acceptably performed by this firm for many years, and the added price is probably justified by labor costs, we recommend that this contract be awarded to George E. Koehler & Son.

We have not considered it necessary to append to this report the complicated schedules submitted by each bidder in the several classes, which contain a mass of figures. These are on file in the office of the Secretary and have been carefully examined and digested by the Assistant Librarian and the Chief of the Bindery Division, upon whose recommendations we have based our conclusions.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Joseph J. Anderson, June 10; Lester W. Arkin, June 11; Robert F. Crosby, June 15; Reuben S. Flacks, June 14; Gladstone Matejka, June 18; Maurice J. Roche, June 15; George O'Toole, June 20; William E. Pinger, June 12; Henry E. Thomson, July 7.

Senior Library assistant—Evangeline Beck, July 1.

First assistant engineer—Charles I. Moulton, July 10.

Mr. Moulton joined the staff of the Chicago Public Library on February 2, 1897, and has been continuously in the service as assistant chief engineer since then. It is fitting that we record our appreciation of his loyalty and of his efficient performance of his duties, as well as of our regret at his leaving.

We recommend that leaves of absence be granted as follows:

Mildred Cohen, junior library assistant, three months from July 9.

Richmond Jones, elevator operator, four months from July 1.

John McKay, window washer, one month.

James Miller, page, six months from June 25.

Meyer Sturman, page, three months from July 9.

It is further recommended that the Librarian be authorized to make requisition on the Civil Service Commission for a chief of Classification Division at a salary of $2,700 per year from the list of successful candidates in the examination held June 1.

Respectfully submitted.

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, June 25, 1917.

He, also, presented the report of the

United States Audit Company on its audit of the books and accounts of the Chicago Public Library for the three months ended May 31, 1917, and moved that the report be received and published.

Carried.

The following is the report:

June 23, 1917.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In accordance with instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended May 31, 1917.

We compared the vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from Fines, Books Lost, Deposits, Etc., by a comparison with the Branch Library Daily Receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry, and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the bank accounts and counting the cash in the office.

In the presence of Secretary Wilson and Director Mayer, we inspected and checked the securities representing the various investments.

We compared the Receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, as summarized on the prefixed index, which contain full detail of the transactions for the period under review, and which are correct and in accordance with the books.

Yours very truly,
UNITED STATES AUDIT CO.
HENRY L. HERTZ,
President.

Supervised by:
WHITNEY B. FLERSHEM,
Certified Public Accountant.

FUNDING BALANCE SHEET, MAY 31, 1917.

Fund Assets.			
Public Library Fund:			
Tax Levy—1915 Balance	$ 49,727.85		
Tax Levy—1916 Balance	336,570.02		
Cash in hands of City Treasurer	12,396.49		
Total Public Library Fund Assets		$398,694.36	
Current and Trust Funds:			
Bonds	277,411.76		
Certificate of Deposit	588.24		
Cash	3,791.96		
Secretary's Petty Cash	482.96		
Total Current and Trust Funds		282,274.92	
Total Fund Assets			$680,969.28
Fund Liabilities.			
Public Library Fund	$398,694.36		
Petty Cash	500.00		
		$399,194.36	

Current and Trust Funds:			
Kelly Fund	200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Fund Income	704.78		
Kelly Branch	400.18		
Ryder Fund	10,000.00		
Ryder Fund Income	180.87		
Beecher Fund	2,000.00		
Beecher Fund Income	107.29		
Jackson Fund	1,000.00		
Jackson Fund Income	80.24		
Security Deposits	1,190.00		
Special Deposits	100.00		
Insurance Fund	60.00		
Rental Collections	951.56		
Total Current and Trust Funds Liabilities		281,774.92	
Total Fund Liabilities			$680,969.28

PUBLIC LIBRARY FUND — CASH RECEIPTS AND DISBURSEMENTS
THREE MONTHS ENDED MAY 31, 1917.

Receipts.			
Taxes: 1916		$ 225,234.53	
Sale of Tax Warrants Account		105,000.00	
		330,234.53	
Less: Tax Warrants Redeemed		205,000.00	
		125,234.53	
Interest on Balance with City Treasurer		173.74	
Sundry Receipts		7,103.61	
Total Receipts		$132,511.88	
Add: Cash Balance February 28, 1917		37,316.77	
			$169,828.65
Disbursements.			
Salaries: Main Library	56,599.18		
Branches	26,519.77		
Delivery Stations	2,703.05	85,822.00	
Delivery Stations—Miscellaneous		2,267.36	
Branches		3,549.60	
Books		37,118.08	
Binding		10,252.78	
Finding Lists		313.13	
Printing and Stationery		3,407.03	
Periodicals		913.95	
Miscellaneous Expense		1,239.07	
Fuel		2,686.54	
Heating and Generating Plant		371.78	
Electric Supplies and Repairs		180.09	

Elevator Supplies and Repairs	23.67	
Janitor's Expense	623.61	
Furniture and Fixtures	1,477.65	
Insurance	3,007.14	
Freight and Expressage	68.25	
Postage	450.51	
Refunds—Books Lost and Paid for	70.70	
Repairs, Alterations and Improvements	3,187.84	
Interest	401.38	
Total Disbursements		157,432.16
Cash Balance May 31, 1917, in hands of City Treasurer		$ 12,396.49

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended May 31, 1917.

Receipts.

	Total	March, 1917	April, 1917	May, 1917
Kelly Branch	1,788.89	3.11	1,522.97	262.81
Ryder Fund Income	90.00	.....	50.00	40.00
Jackson Fund Income	25.00	.....	25.00	.....
Rental Collections	524.84	185.86	176.09	162.89
Secretary's Petty Cash	1,412.98	466.70	452.03	494.25
Miscellaneous	492.96	129.67	231.17	132.12
Finding Lists	142.54	74.31	38.70	29.53
Books Lost and Paid for	440.21	133.71	147.69	158.81
Deposits Received	809.75	277.00	223.75	309.00
Fines	6,027.90	1,930.85	2,038.26	2,058.79
Insurance Fund	47.15	.....	47.15	.....
Total Receipts	$11,802.22	$3,201.21	$4,952.81	$3,648.20
Add: Cash Balance Feb. 28, 1917	4,659.12	4,659.12	3,777.24	4,237.08
	$16,461.34	$7,860.33	$8,730.05	$7,885.28

Disbursements.

Treasurer	$7.103.61	$2,268.54	$ 2,455.82	$2,379.25
Kelly Branch	2,760.22	854.54	1,033.99	871.69
Ryder Fund Income	49.65	44.05	.....	5.60
Insurance Fund	47.15	.....	47.15	.....
Rental Collections	387.68	132.68	217.18	37.82
Books	219.33	82.25	60.16	76.92
Freight and Expressage	68.25	17.32	17.10	33.83
Printing and Stationery	15.50	6.25	.50	8.75
Periodicals	119.23	62.87	5.21	51.15
Postage	450.51	140.12	210.39	100.00
Heating and Generating Plant	2.40	2.40	.....	.....
Delivery Stations—Miscellaneous	9.07	5.42	3.40	.25
Electric Supplies and Repairs	2.75	.....	.....	2.75

Branches	45.55	11.90	13.60	20.05
Janitor's Expense	7.70	2.00	.....	5.70
Miscellaneous Expense	414.50	93.95	173.44	147.11
Refunds—Books Lost and Paid for	70.70	26.05	10.45	34.20
Deposits Refunded	876.25	326.25	234.00	316.00
Beecher Fund Income	15.58	5.00	10.58	.....
Binding	3.75	1.50	.....	2.25
Total Disbursements	$12,669.38	$4,083.09	$4,492.97	$4,093.32
Cash Balance May 31, 1917	$ 3,791.96	$3,777.24	$4,237.08	$3,791.96

Current and Trust Funds—Summary of Balances.

	March 31, 1917	April 30, 1917	May 31, 1917
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	704.78	704.78	704.78
Kelly Branch	520.08	1,009.06	400.18
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	96.47	146.47	180.87
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	117.87	107.29	107.29
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	55.24	80.24	80.24
Secretary's Petty Cash	47.97	5.75	17.04
Security Deposits	1,207.25	1,197.00	1,190.00
Special Deposits	100.00	100.00	100.00
Insurance Fund	60.00	60.00	60.00
Rental Collections	867.58	826.49	951.56
Total Current and Trust Funds	$281,777.24	$282,237.08	$281,791.96
Made up as follows:			
Bonds—Book Value	$277,411.76	$277,411.76	$277,411.76
Certificate of Deposit	588.24	588.24	588.24
Cash	3,777.24	4,237.08	3,791.96
	$281,777.24	$282,237.08	$281,791.96

Reconciliation of Trust Funds, May 31, 1917.

Trust Funds:

Hiram Kelly Bequest	$200,000.00	
William H. Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000,00	
Hiram Kelly Increment	65,000.00	
Total Trust Funds		$278,000.00

Investments:

Municipal and Sundry Bonds as per Exhibit "F" (par value $278,000.00)	$277,411.76	
Union Trust Company Certificate of Deposit No. D9933, January 2, 1917	588.24	
		$278,000.00

Reconciliation of Cash Account
May 31, 1917.

First National Bank:			
Balance per Bank Statement		$ 4,059.33	
Deduct: Outstanding Checks		123.04	
Balance per books			$3,936.29
Union Trust Company:			
Balance per Bank Statement		1,363.53	
Deduct: Outstanding Checks:			
No. 2163	129.59		
2169	41.25		
2175 to 2179	294.45	465.29	
Balance per Books			$ 898.24
Illinois Trust and Savings Bank:			
Savings Account Balance			575.12
Total Bank Balances May 31, 1917			$ 5,409.65
Add: Deposits June 1 to June 22, 1917:			
First National Bank		1,511.62	
Union Trust Company		680.00	
Illinois Trust and Savings Bank		90.00	2,281.62
			$ 7,691.27
Deduct: Withdrawals June 1 to June 22, 1917:			
First National Bank		2,404.60	
Union Trust Company		332.56	2,737.16
Balance in Banks per books June 22, 1917			$ 4,954.11
Add: Cash as per count		297.92	
Disbursements June 1 to June 22, 1917		912.54	1,210.46
			$ 6,164.57
Deduct: Receipts June 1 to June 22, 1917			2,372.61
Balance as per books May 31, 1917			$3,791.96

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Breyer presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

1. That the proposals for supplying the Library with coal for the year beginning July 1, 1917, as received in response to the advertisement, be rejected, and that the Secretary be authorized to re-advertise for bids.

2. That the Secretary be authorized to purchase three barrels of soap from the Cudahy Packing Company at an estimated cost of $135.00.

3. That the Secretary be authorized to purchase 200 wooden boxes for school deposit books at a cost not to exceed 67½ cents each.

4. That the Secretary be authorized to make certain repairs and changes in the window sash in the elevator hatchway, Randolph street entrance of the Library building, in accordance with drawings prepared for the work, at an estimated cost of $135.00.

All of which is respectfully submitted,

CHAS. C. BREYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.

CHICAGO, June 25, 1917.

SPECIAL COMMITTEES.

Director Henius, Chairman of the Special Committee on Legislation, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Special Committee on Legislation begs leave to report that it has completed the work assigned to it, and that a bill amending the "Juul Law," fixing the minimum for the Library rate at eight cents on the hundred dollars was passed by the General Assembly and signed by the Governor June 18, 1917.

This amendment assures the Library a definite tax rate and based on the assessed valuation for 1916 would produce $825,291.34, an increase of $248,956.00 over the amount produced by the rate for 1916 as scaled down.

Your Committee secured favorable action before the Finance Committee of the City Council on the proposition of a bond issue of $500,000.00 for branches, but owing to present conditions of the country and to the fact that the legislation procured at Springfield will increase the revenues of the Library to such an extent that the building of branches can be started within a year, your Committee recommends that the matter of the bond issue be dropped for the present.

Respectfully submitted,

MAX HENIUS,
ALFRED E. BARR,
CHAS. C. BREYER,
Special Committee on Legislation.

CHICAGO, June 25, 1917.

Director Lagorio moved that the report be received, and that the Board extend to Directors Henius, Barr and Breyer a vote of appreciation and thanks for their valuable work in connection with the legislation secured.

Carried.

Director Breyer moved that the Secretary be tendered a vote of thanks for his work at Springfield in connection with the legislation secured.

Carried.

REPORTS.

The President presented his annual message.

The Secretary presented his annual financial and statistical statements for the year ended May 31, 1917.

The Assistant Librarian presented the annual report of the Librarian for the year ended May 31, 1917.

Director Barr moved that the message of the President, together with the reports of the Secretary and Librarian, be made the annual report of the Board, and that the Secretary be instructed to transmit a copy of the same to the City Council.

Carried.

Director Barr moved that the annual report of the Board be printed in pamphlet form, and that the Secretary be authorized to publish an edition of one thousand copies.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

NEW BUSINESS.

Director Barr presented the following resolution and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Whereas, The Public Library Employés Pension Fund organized under an Act of the General Assembly of the State of Illinois providing for the formation and disbursement of a Public Library Employés Pension Fund in cities having a population exceeding 100,000 inhabitants, and

Whereas, Said Act provides that the Board of Directors of the Public Library shall create such pension fund which shall consist of amounts to be retained from the wages of such employés as voluntarily become contributors thereto and such miscellaneous receipts as the Board of Directors of the Public Library shall determine,

And, *Whereas*, On account of the restricted and reduced revenue for 1917, the Board of Directors was compelled to withdraw the support given to the pension fund,

And, *Whereas*, By the recent Act of the General Assembly of the State the revenues of the Library have been increased so that the curtailment then made is no longer necessary, be it

Resolved, That this Board does hereby set aside for such employés pension fund for the seven months, beginning June 1, 1917, all moneys collected from book-borrowers as fines for retaining books longer than the by-laws and regulations of the Board prescribe; said moneys to be paid monthly to the City Treasurer, and the Secretary of this Board is hereby authorized to pay over to the City Treasurer all moneys received as fines in accordance with the above resolution.

Director Mayer moved that the vacation of Mr. Henry E. Legler, Librarian, be extended to August 1, 1917.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Director Ksycki proposed the following amendment to the by-laws.

Amend the first sentence of the first paragraph of Art. II. of the by-laws of

the Board so that when amended the same shall read as follows:

Art. II. Regular meetings shall be held on the second and fourth Mondays of each month at 5 o'clock p. m., unless otherwise ordered, except that during the months of July and August only one regular meeting shall be held, namely, on the second Monday of the month, and at all meetings five directors shall constitute a quorum of the Board.

Under the rules the proposed amendment was referred to the Committee on Administration and laid over until the next regular meeting of the Board.

On motion of Director Ksycki, the Board adjourned.

A. B. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JULY 9, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer and Barr.

Absent—Directors Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Breyer, the reading of the minutes of the regular meeting held June 25, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From M. Schofler, resigning as keeper of delivery station No. 12 West.

From Philip Flatow, requesting the Board to appoint him keeper of delivery station No. 12 West, located at 2856 W. Madison street.

The communications were referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows out of the July appropriation:

Main Collection:	1066 vols., 32 pamphlets,	$1074.00
Branch Collection:	1707 vols.,	1436.00
High School Collection:	84 vols.,	74.00
Deposit Collection:	1298 vols.,	826.00
Reserve Collection:	265 vols.,	306.00
Rental Collection:	158 vols.,	152.00
Kelly Fund:	34 vols.,	35.00
Total:	4612 vols., 32 pamphlets,	$3903.00

Your Committee also recommends that a list of miscellaneous bills herewith sub-

mitted, amounting to $76.42, be paid from the incidental fund.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Marshall Field & Co., books	$9,760.43
C. V. Ritter, books	480.00
Niel Morrow Ladd Co., books	240.95
A. C. McClurg & Co., books	108 39
Jewish Book Agency, books	94.30
H. A. Robinson, books	88.00
A. Kroch & Co., books, etc	52.35
Sears, Roebuck & Co., books	30.44
Cromarty Law Book Co., books	20.70
Moran Automobile Red Book Publishing Concern, books	15.00
Bobbs-Merrill Co., books	13.90
Fitch Publishing Co., books	10.00
A. N. Marquis & Co., books	7.65
H. W. Wilson Co., books, etc	22.95
Hendrickson Publishing Co., subscriptions	10.00
J. M. Hanson-Bennett Magazine Agency, subscriptions	6.95
Brabandt & Valters Book Binding Co., binding	1,022.50
Geo. E. Koehler & Son, binding	933.37
Northwestern Bindery, binding	498.19
Burgmeier Book Bindery, binding	168.23
Joseph Flucke & Son, binding	300.18
John Seybold, gold marking	176.80
Slade, Hipp & Meloy, gummed muslin	15.00
Tucker-Kenworthy Co., printing	67.50
Dwight Bros. Paper Co., paper	47.20
James White Paper Co., paper	24.48
Pilcher-Hamilton Co., paper	58.46
Bradner Smith & Co., paper	55.00
Swigart Paper Co., paper	41.30
Parker, Thomas & Tucker, blotting paper	36.00
Hollis & Duncan, twine	24.00
Max Stern's Sons, printing, etc	96 50
Cameron, Amberg & Co., school deposit cards	55.00
James Watson & Co., printing	46.85
Library Bureau, book pockets, etc	90.50
Geo. E. Cole & Co., stationery	30.60
Albert Hancock & Co., paper	21.00
A. B. Dick Co., mimeographing supplies	13.40
Rolle Rubber Co., rubber bands	12.50
Dennison Mfg. Co., glue and labels	7.25
Universal Stamp and Stencil Works, rubber stamps	4.30
H. G. Wilson, Sec'y, cash expenditures, June, 1917	399.34
Dowst Magazine Binder, binders	831.36
	$16,038.82

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$175.39
H. A. Robinson, books	4.00
Brabandt & Valters Book Binding Co., binding	31.13
Northwestern Bindery, binding	15.24
Geo. E. Koehler & Son, binding	18.61
	$244.37

Rental Collection.

Marshall Field & Co., books	$248.26

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Committee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Clyde F. Bentley, July 10; Horace B. Harte, June 18; Gilbert J. Norton, July 4; Estelle Parmele, July 10; Arthur Weinstein, July 10; Salvatore LoCelso, July 4.

We recommend that leaves of absence be granted as follows:

Margit Arentz, junior library assistant, four months from June 26.

Lucile Cumfer, page, from June 25 to September 3.

Stephen Klos, messenger, from July 16 to September 1.

Patrick Pierce, page, one month from June 30.

Sarah A. Mulroy, junior library assistant, for one year from July 23.

William Perlman, messenger, from June 29 to July 24, inclusive.

We further recommend that Ernest A. Hart, engineer, be promoted to the position of first assistant chief engineer, made vacant by the resignation of Charles I. Moulton, at a salary of $2,120 per annum.

Respectfully submitted,
PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

He, also, presented the following report of the Committee and moved concurrence in the recommendation.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Administration, to whom was referred at the last meeting of the Board a proposed amendment to the first sentence of the first paragraph of Art. II of the by-laws of the Board, respectfully recommends that the amendment be adopted so that when amended Art. II shall read as follows:

Art. II. Regular meetings shall be held on the second and fourth Mondays of each month at 5 o'clock p. m., unless otherwise ordered, except that during the months of July and August only one regular meeting shall be held, namely, on the second Monday of the month, and at all meetings five directors shall constitute a quorum of the Board.

The order of business at regular meetings shall be as follows:

1. Consideration of the records of previous meeting.
2. Communications.
3. Unfinished Business.
4. Reports from Standing Committees.
5. Reports from Special Committees.
6. Reports of Officers.
7. New Business.

Respectfully submitted,
PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, July 9, 1917.

He, also, presented the list of vacancies and appointments for June, 1917, which was received and ordered published.

The following is the list:

Joseph Anderson, page, resigned June 10.

Ruth Anderson, page, separated June 27.

Lester Arkin, page, resigned June 11.

Bessie Barnes, senior library assistant, appointed principal library assistant June 27, $1080 per year (Promotional).

Sadie Bernstein, library typist, reinstated June 8.

Edith Blackstock, junior library assistant, separated June 10.

Winifred Bright, junior library assistant, appointed temp. June 18, $480 per year.

Helen L. Browne, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Osceola Browning, page, separated June 25.

Benjamin Cikanek, page, appointed June 21, $420 per year.

Phyllis Cleaver, junior library assistant, appointed senior library assistant June 18, $780 per year (Promotional).

Maurice Cohen, page, appointed June 26, $420 per year.

Thomas Cotter, page, separated June 18; appointed civil service June 19, $420 per year.

Lawrence Cronin, page, appointed June 22, $420 per year.

Robert Crosby, page, resigned June 15.

Anne Cylkowski, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Gladys Donahue, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Roberta Dreyer, junior library assistant, appointed temp. June 18, $480 per year.

Herbert J. Eberhardt, page, appointed temp. June 11, $420 per year.

Olive Enos, page, separated June 27.

Ralph Erickson, page, appointed June 23, $420 per year.

Edith Erskine, senior library assistant, appointed principal library assistant June 21, $1080 per year (Promotional).

Henrietta Ervin, page, separated June 27.

Stephen Fahey, page, separated June 17.

Lydia Field, junior library assistant, appointed temp. June 18, $480 per year.

Reuben Flacks, page, resigned June 14.

Alfred Foy, page, appointed June 22, $420 per year.

Daisy Furchgott, junior library assistant, resigned June 1.

Joseph Goldstein, page, appointed June 21, $420 per year.

Morton Goldstein, page, separated June 18; appointed civil service June 19, $420 per year.

Nathan Goldstein, page, appointed June 26, $420 per year.

Frank Guerra, page, appointed temp. June 11, $420 per year; separated June 20.

Mildred Hamann, page, separated June 27; appointed temp. as junior library assistant June 28, $480 per year.

Horace B. Harte, page, resigned June 18.

Gail Hinman, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Abe Hirsch, page, separated June 26.

William Hoffman, page, appointed temp. June 38, $420 per year; separated June 25.

George Holmes, page, appointed June 23, $420 per year.

Harold Houston, page, appointed June 26, $420 per year.

Frederick Jacobson, window washer, appointed June 11, $960 per year.

Maurice Kornreich, page, appointed June 22, $420 per year.

Harry Kuhn, page, appointed temp. June 16, $420 per year; separated June 26.

Helen LaBerge, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Elizabeth Larkin, junior library assistant, appointed temp. June 18, $480 per year.

Harvey Ledyard, page, separated June 25.

Albert Lipsey, page, separated June 7.

Joseph Luhan, page, appointed June 26, $420 per year.

Pierre Lyon, page, appointed June 22, $420 per year.

Rebecca McKesson, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Marguerite McQuillen, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Maurice Maloney, page, appointed June 22, $420 per year.

Gladstone Matejka, page, resigned June 18.

Ike Mayster, page, separated June 26.

Milton Meizel, page, appointed June 26, $420 per year.

William Monsson, page, separated June 10.

Catherine Murphy, janitress, separated June 25.

Daniel Neff, page, appointed temp. June 16, $420 per year; separated June 18; appointed civil service June 19, $420 per year.

James O'Connor, page, separated June 10.

Maurice Olenich, page, appointed temp. June 8, $420 per year; separated June 21.

Marion Oliver, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

George O'Toole, page, resigned June 20.

Jessie Patterson, book repairer, appointed temp. June 1, $480 per year.

Eliza Pendry, senior library assistant, appointed principal library assistant June 15, $1080 per year (Promotional).

William Pinger, page, resigned June 12.

Frank Prochaska, elevator operator, appointed temp. June 25, $960 per year.

James Purcell, page, appointed June 26, $420 per year.

Jessie Reed, senior library assistant, appointed principal library assistant June 11, $1,080 per year (Promotional).

Leo Rice, page, appointed June 22, $420 per year.

Camille C. Rigali, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Maurice Roche, page, resigned June 15.

William Roesner, page, separated June 26; appointed temp. June 28, $420 per year.

Erva E. Romaine, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Walter Roth, page, appointed June 26, $420 per year.

Pauline Rothgeb, junior library assistant, appointed temp. June 18, $480 per year.

Florence Royer, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Emmet Scales, page, appointed June 26, $420 per year.

Geraldine Scott, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Esther Shapiro, junior library assistant, appointed temp. June 18, $480 per year.

Helen Sheehan, junior library assistant, separated June 11.

William Sheehan, page, appointed June 26, $420 per year.

John Sheridan, page, appointed temp. June 14, $420 per year; separated June 25.

Marcus Silver, page, appointed June 22, $420 per year.

Helen J. Sim, junior library assistant, appointed temp. June 18, $480 per year.

Samuel Slotky, page, separated June 18; appointed civil service June 19, $420 per year.

Charlotte Smith, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Josephine Sowers, junior library assistant, appointed temp. June 18, $480 per year.

Horace Thompson, page, separated June 4.

Simon Tulchin, junior library assistant, appointed temp. June 18, $540 per year.

Roy Varley, page, separated June 10.

Bessie Uytlacil, junior library assistant, appointed temp. June 18, $480 per year.

Laura Wahl, page, separated June 3.

Ivae Walker, junior library assistant, appointed senior library assistant May 26, $780 per year (Promotional).

Jack Weinberg, page, appointed temp. June 11, $420 per year.

George Wiborg, page, separated June 26.

He, also, presented the bill of the United States Audit Company in the sum of $43.75 for auditing the books and accounts of the Public Library for the quarter ended May 31, 1917, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Breyer presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., current	117.92
Peoples Gas Light & Coke Co., gas	5.28
Chicago Telephone Co., telephone service	86.00
Haegele Ice Co., ice	22.60
Individual Towel & Cabinet Service Co., clean towel supply	10.40
Buchanan Bros., street sprinkling	15.00

McIntosh Stereopticon Co., slides	13.50
Adder Machine Co., repairing adding machine	5.00
Gerts, Lumbard & Co., brushes	7.25
Remien & Kuhnert Co., shellac	6.00
Hyde Park Awning & Sign Co., putting up awnings, etc	5.25
Citizens Street Cleaning Bureau, sprinkling street, etc	28.52
Pottinger-Flynn Coal Co., coal	703.64
Krehbiel Co., coal analysis	25.00
Dearborn Chemical Co., oil	56.07
Bartell Bros., kerosene	4.50
O. C. Keckley Co., engineering supplies	5.18
Arthur Harris & Co., repairing valve	3.00
Inland Electric Co., electrical supplies	3.60
James S. Kirk & Co., soft soap	53.87
Cudahy Packing Co., soap powder	10.80
W. H. Salisbury & Co., window cleaners, etc	9 30
Bullard & Gormley Co., hardware	7.65
Newton & Hoit Co., furniture	687.00
Geo. B. Carpenter & Co., repairing awnings	84.00
Royal Typewriter Co., typewriting machine	47.90
Hyatt Roller Bearing Co., roller bearings	43.42
American Vulcanized Fibre Co., bushings	11.47
G. B. Davidson, insurance	48.15
Clarence E. Frazier, professional services	314.68
American Steel Window Co, final payment steel window frames	160.00
Thorgersen & Erickson, final payment carpenter work	104.50
E. N. Biegler Co., composition floor	70.00
Edward Hines Lumber Co., lumber	85.74
E. Baggot Co., plumbing	29.75
American LaFrance Fire Engine Co., repairing, etc., fire extinguishers	8.50
Standard Oil Co., gasoline	242.43
Valvoline Oil Co., oil	17.45
Velie Motors Corporation, auto parts	25.13
Chicago Republic Truck Co., auto parts	20.00
Electric Tire Treading Co., retreading tire	7.25
American Battery Co., repairing batteries	3.50
Maypole Garage, auto storage	12.50
Irving Park Livery and Garage, auto storage	6.00
Henry Landgraf, signs, etc	38.50
John J. McGrath, sign	4.00
H. G. Wilson, Sec'y, cash expenditures, June, 1917	92.73
	$4,214.93

He, also, presented a list of bills for maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Commonwealth Edison Co., electric current	$19.31
Consumers Co., coal	30.80
Chicago Telephone Co., service	3.75
Joseph Michal, plants	3.40
	$57.26

He also recommended, on behalf of the Committee, that a contract be awarded to H. Rosenbaum Roofing Company for replacing slate on the roof of the main Library building on the following basis:

Labor 80 cents,
Actinolite cement 2½ cents per lb.,
Felt 4 cents per lb.,
this being the lowest proposal received.

Concurred in as follows:

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Director Breyer moved that the repairs to the indirect heating and tempering coils in the Library building be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

REPORTS.

The Acting Librarian presented the statistical report for the month of June, 1917, which was received and ordered published.

NEW BUSINESS.

The President, Director Henius, presented the following communication:

To the Board of Directors.
Chicago Public Library.

Gentlemen:—I recommend that the Board of Directors of the Chicago Public Library pursue the following policy for 1917-1918. The suggestions offered are based upon an income of approximately $820,000, or about $250,000 more than the Library received during 1917:

1. One Auxiliary Branch on the north-

west side to take the place of one of the branches, lease for which expires May 1, 1918, at a cost of about $35.000. The preliminary steps for carrying out this work should be taken at once, so that the building can be started in the fall of this year.

2. One Regional Branch to be built during the year 1918 at a cost of about $75,000. The real estate for this branch should be bought on contract at an early date.

3. Property for another Auxiliary Branch should be procured by contract.

4. Starting the addition to the main Library, which should be erected during the year 1919.

5. The new division for reclassification of books of the Library system, requiring about five years of work, to be started in fall 1917.

6. Replacing of delivery stations by deposit stations wherever feasible.

RECAPITULATION.

Additional income for 1917, $250,000.00.

Supposed Expenses.

Auxiliary Branch	$ 35,000.00
Regional Branch	75,000.00
Property for another Auxiliary Branch	5,000.00
Moneys anticipated used in 1917	50,000.00
Reclassification	5,000.00
Preliminary work, main building addition	10,000.00
Automatic increase in salaries and add'l books	50,000.00
Reserve for miscellaneous purposes	20,000.00
Total	$250,000.00

MAX HENIUS,
President.

CHICAGO, ILL., July 9, 1917.

Director Barr moved that the policy as outlined in the President's communication be adopted as the policy of the Board.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Director Barr moved that the matter of the selection of sites for branches be referred to the Committee on Buildings and Grounds and Library jointly.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

The President stated that during the illness of Director Healy, Chairman of the Buildings and Grounds Committee, he would request Director Breyer to act as Chairman, and appoint Director Mayer as a member of that Committee.

On motion of Director Breyer, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR JUNE, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of June was 470,558; for the corresponding month of the previous year 347,052. The circulation was from the following sources:

Central Library	68,045
Branches	255,395
Stations	55,177
Traveling Libraries	68,899
Deposits and Miscellaneous	23,042
	470,558

The following is a summary of the books obtained at the Central Library:

Main Collection	27,523
Open Shelf	31,790
Hughes Room	2,408
Music Room	2,399
Information Desk (Teachers and special cards)	2,892
Miscellaneous	321
Books for the Blind	557
Documents	155
	68,045

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,296	330	2,626
Austin	10,742	361	11,103
Austin High	1,749	....	1,749
Bessemer Park	3,728	259	3,987
Blackstone	9,194	439	9,633
Burr School	4,889	210	5,099
Cornell Square	2,978	135	3,113
Davis Square	1,197	68	1,265
Douglas Park	15,949	3,084	19,033
Dvorak Park	3,999	114	4,113
Eckhart Park	4,739	345	5,084
Englewood High	978	....	978
Forestville School	2,544	87	2,631
Fuller Park	3,833	246	4,079

Hamilton Park	5,951	263	6,214
Hamlin Park	4,605	114	4,719
Hardin	3,815	152	3,967
Harrison High	1,261	50	1,311
Hebrew Institute	8,527	1,234	9.761
Holstein Park	4,210	119	4,329
Humboldt	12,962	1,845	14,807
Independence Park	4,316	215	4,531
Kelly	12,908	362	13,270
Kosciusko	3,865	53	3,918
Lake View High	993	...	993
Lewis Institute	12,984	771	13,755
Lincoln Center	7,582	373	7,955
Logan Square	8,504	380	8,884
Mark White Square	3,445	114	3,559
Marshall High	240	15	255
Morse School	4,444	244	4,688
Ogden Park	9,248	262	9,510
Palmer Park	3,880	97	3,977
Pulaski Park	2,975	71	3,046
Scanlan School	4,141	112	4,253
Senn High	1,534	478	2,012
Seward Park	5,037	458	5,495
Sheridan	12,090	239	12,329
Sherman Park	6,118	136	6,254
Stanford Park	5,369	264	5,633
Stanton Park	3,364	202	3,566
Sumner School	4,282	213	4,495
Walker	2,989	88	3,077
West 26th Street	8,016	204	8,220
Woodlawn	16,397	894	17,291
Total	255,395	15,172	270,567

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	2,866	205	3,071	Brighton Park	....	..	....
Argyle	244	135	379	Butler House	2,946	..	2,946
Ashburn	38	...	38	Cheltenham	1,054	52	1,106
Assoc. House	479	1,120	1,599	Chicago Lawn	2,172	..	2,172
Birchwood	1,069	..	1,069	Cicero Ave	1,090	..	1,090

	Direct	Stations	Total
Crawford	907	1,308	2,215
Dauphin Park	968	230	1,198
Dunning	1,446	..	1,446
E. Fifty-eighth St.	1,413	948	2,361
East Rogers Park	1,438	282	1,720
E. Sixty-third St.	725	332	1,057
E. Thirty-first St.	903	915	1,818
Edgewater	1,244	187	1,431
Edison Park	890	..	890
Fernwood	958	..	958
Gano	1,074	..	1,074
Grand Ave.	373	1,019	1,392
Grand Crossing	2,122	98	2,220
Gresham	3,379	34	3,413
Hegewisch	1,231	..	1,231
Hermosa	1,349	..	1,349
Irving Park	595	101	696
Jefferson Park	1,812	..	1,812
Jewish Educ. All.	2,691	448	3,139
Larrabee St	1,645	1,326	2,971
Lawndale	1,484	...	1,484
Longwood	1,024	..	1,024
Madison Street	885	1,064	1,949
Mayfair	1,183	..	1,183
Montrose	1,333	..	1,333
North Clark St.	900	519	1,419
Norwood Park	200	..	200
Park Manor	1,541	281	1,822
Ravenswood	1,484	256	1,740
Rogers Park	4,336	98	4,434
South Shore	1,222	159	1,381
S. Western Ave.	65	...	65
Southport Avenue	62	...	62
Washing'n Heights	609	..	609
West Brighton	1,013	..	1,013
West Englewood	1,180	..	1,180
West Harrison St.	725	772	1,497
West Pullman	1,895	..	1,895
West Ravenswood	1,875	208	2,083
West Ridge		...	....
W. Sixteenth St.	3,989	694	4,683
West Twelfth St.	2,773	2,612	5,385
Total	68,899	15 403	84,302

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	255,395	15,172	270,567
Traveling Libraries	68,899	15,403	84,302
Business House Deposits	22,343	2,125	24,468
Miscellaneous References	699	.....	699
Total	347,336	32,700	380,036

Of the 55,177 books supplied through the Stations Department, 15,172 were sent to 42 branches and 40,005 to 65 stations. The books supplied for the same month of the preceding year numbered 58,795 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 2,207.

REFERENCE ROOM.

Number of books issued from stacks 26,450

Number of recorded visitors 10,773

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,919. Visitors, 847.

HUGHES ROOM.

Volumes circulated, 2,408; pictures circulated, 867; visits from school classes, 1; recorded visitors, 2,229. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,305. Newspapers, 524. Visitors, 1,429.

CIVICS ROOM.

Magazines issued, 1,691; directories consulted, 2,413; bound documents used, 1,338; books, 491; pamphlets, 6,315; visitors, 5,103.

STUDY ROOM

Volumes consulted, 1,608. Visitors, 3,370.

READING ROOM.

Periodicals issued at the counter at Central Library, 9,173. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 81,027.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,663; issued in June of the previous year, 4,663.

Number of juvenile cards issued, 1,873; research cards, 3; vacation cards, 476; teachers' cards, 75; summer cards..... The number of three-year cards outstanding is 212,460.

BINDERY DEPARTMENT.

Number of books at binderies May 31, 1917	7,427
Number of books sent to binderies in June, 1917	6,716
Total number of books at binderies in June, 1917	14,143
Number of books received from binderies in June, 1917	6,399
Number of books at binderies June 30, 1917	7,744
Number of books repaired in Library in June, 1917	4,398

GROWTH OF THE LIBRARY.

The total number of volumes in the Library July 1, 1917, was 816,431. Received since June 1, 1917, 12,462. Books worn out and discarded since June 1, 1917, 2,000. Books lost and paid for since June 1, 1917, 217. Books found and money refunded since June 1, 1917, 13.

C. B. RODEN,
Asst. Librarian.

CHICAGO, July 9, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, AUGUST 13, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Mayer and Barr.

Absent—Directors Healy, Pokorney and O'Connell.

MINUTES APPROVED.

On motion of Director Ksycki, the reading of the minutes of the regular meeting held July 9, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. W. A. F. Meyer, Corresponding Secretary, the Rogers Park Woman's Club, requesting the Board to establish a branch library in Rogers Park.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Lagorio presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library recommends that the sum of $10,000 be and the same is hereby appropriated out of the book fund for August purchases, in addition to the unexpended July balance previously appropriated.

Book orders based on the recommendations of the Librarian have been authorized as follows out of the August appropriation:

Main Collection:	971 vols.,	$ 961.00
Branch Collection:	1715 vols.,	794.00
Deposit Collection:	550 vols.,	450.00
Reserve Collection:	58 vols.,	86.00
Beecher Fund:	3 vols ,	6.00
Ryder Fund:	14 vols.,	96.00
Deposit Stations:	1122 vols.,	675.00
School Deposit:	5184 vols.,	2966.00
Total:	9627 vols.,	$6034 00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $49.50, be paid from the incidental fund.

Respectfully submitted,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, August 13, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

Marshall Field & Co., books	$3,822.62
A. C. McClurg & Co., books	639 82
Geo. Banta Publishing Co., books	100.00
R. L. Polk & Co., books	28.00
Harvey C. Carbaugh, books	25.00
Moody's Investors Service, books	25.00
Glasgow, Brook & Co., books	9 00
Exporters Encyclopædia Co., books	7.50
A. Kroch & Co., books and subscriptions	7.43
R. S. Henshaw & Co., subscriptions to newspapers	62.30
Brabandt & Valters Book Binding Co., binding	788.69
Geo. E. Koehler & Son, binding	692.79
Northwestern Bindery, binding	536.14
Joseph Flucke & Son, binding	331.98
Burgmeier Book Bindery, binding	216.25
John Seybold, gold marking on backs of books	168.16
Kirk's Ink Co., paste	17.84
Slade, Hipp & Meloy, gummed muslin	12.00
Gaylord Bros., binders supplies	5.50
Dowst Magazine Binder, binders	2.32
Tucker-Kenworthy Co., printing	91.47
Dwight Bros. Paper Co., paper	60.25
Bradner Smith & Co., paper and envelopes	59.60
Hollis & Duncan, twine	32.50
Max Stern's Sons, printing	105.16
Cameron, Amberg & Co., printing, etc	64.35
James Watson & Co., printing	21.70
Holmes Co., stationery	7.45
Geo. E. Cole & Co., stationery	68.17
Universal Stamp and Stencil Works, numbering machine, rubber stamps	42.10
M. B. Cook Co., typewriting ribbons	31.50
Rockwell-Barnes Co., clips	12.50
Hammond Tyewriter Co., typewriting machine parts	4.80
Library Bureau, pockets, cards, charging trays	163.93
H. G. Wilson, Sec'y, cash expenditures, July, 1917	387.44
A. C. Jankovich & Co., books	183.05
Dorbon Aine, books, Francs 832.50 (est).	166.50
Samuel Buck, book	5.00
George Dartnell, book	10.00
	$9,015.81

He, also, presented a list of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$39.21
A. C. McClurg & Co., books	8.65
Brabandt & Valters Book Binding Co., binding	39.30
Geo. E. Koehler & Son, binding	4.86
	$92.02

Ryder Fund.

G. Broes VanDort Co., books	$95.60

Rental Collection.

Marshall Field & Co., books	$166.60

Beecher Fund.

University of Illinois, books	$5.40

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The following resignations have been received by your Com-

mittee on Administration, and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Maurice L. Cohen, June 26; Max Goldenson, July 21; Nathan S. Goldstein, June 30; Patrick Malone, July 19; Daniel Neff, July 21.

Senior Library Assistant—Helen Barlow, July 23.

We recommend that leaves of absence be granted as follows:

Nellie E. Jacker, book repairer, one month from August 1, 1917.

Rocco Motto, messenger, three months from June 27, 1917.

Benjamin Rudy, messenger, two months from July 11, 1917.

Alice Peterson, junior assistant, from July 14, 1917, to September 4, 1917.

Ruth C. Marlatt, page, one month from July 18, 1917.

Louise Ayers, senior assistant, one year from September 26, 1917.

Jessie E. Reed, principal assistant, one year from September 11, 1917.

Nathan R. Levin, principal assistant, one year from September 26, 1917.

Patrick J. Pierce, page, extension of leave for one month from July 30, 1917.

Ella J. Horrobin, senior assistant, extension of leave from July 20, 1917, to August 5, 1917.

Charles Brock, page, one year from July 25, 1917.

Paul Bronston, page, one year from July 25, 1917.

Benjamin Browning, page, one year from July 23, 1917.

Robert Christian, page, one year from July 25, 1917.

Walter Greene, page, one year from July 25, 1917.

Arnold T. Hansen, page, one year from August 4, 1917.

George Proctor, page, one year from July 23, 1917.

Raymond Dwyer, senior assistant, one year from July 23, 1917.

Charles L. Green, senior assistant, one year from July 25, 1917.

Harold Hellgren, principal assistant, one year from July 23, 1917.

John F. James, head assistant, one year from July 25, 1917.

Respectfully submitted,

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, August 13, 1917.

He, also, presented the list of vacancies and appointments for July, 1917, which was received and ordered published.

The following is the list:

Sam Abraham, page, appointed temp. July 27, $420 per year.

Ruth Anderson, junior library assistant, appointed temp. July 6, $480 per year.

Helen Barlow, senior library assistant, resigned July 23.

Alvin W. Beck, elevator operator, appointed July 10, $960 per year.

Evangeline Beck, senior library assistant, resigned July 2.

Clyde Bentley, page, resigned July 10.

Esther Berman, junior library assistant, separated July 10.

Frank Bonomo, page, appointed temp. July 30, $420 per year.

Bernard Brady, page, separated July 22.

Joseph Byrne, page, appointed temp. July 3, $420 per year.

Edward Cashion, page, appointed temp. July 30, $420 per year; separated July 31.

Fred Dartsch, page, appointed temp. July 23, $420 per year.

Mary Dix, junior library assistant, appointed temp. July 23, $480 per year.

Hans Ellison, janitor, appointed temp. July 2, $300 per year; separated July 22.

Olive Enos, junior library assistant, appointed temp. July 11, $480 per year.

Henrietta Ervin, junior library assisant, appointed temp. July 6, $480 per year.

Daniel Garramoni, page, appointed temp. July 11, $420 per year.

Samuel Gertz, page, appointed July 5, $420 per year.

Max Goldenson, page, resigned July 21.

Katherine Hitt, junior library assistant, appointed July 11, $540 per year.

Chester Jobst, page, appointed temp. July 23, $420 per year.

Carl Johnsson, page, appointed temp. July 17, $420 per year.

Elizabeth Jordan, junior library assistant, appointed temp. July 18, $480 per year.

Samuel Kaplan, senior library assistant, resigned July 5.

Jacob Klapman, page, appointed July 27, $420 per year.

Harry Kuhn, page, appointed temp. July 25, $420 per year.

Michael Leberstein, page, reinstated July 2, $510 per year.

Harvey Ledyard, page, appointed temp. July 16, $420 per year.

Salvatore Lo Celso, page, resigned July 4.

Patrick Malone, page, resigned July 19.

William Monsson, page, appointed July 5, $420 per year.

Charles I. Moulton, engineer, resigned July 10.

Daniel Neff, page, resigned July 24.

Gilbert Norton, page, resigned July 4.

Estelle Parmele, page, resigned July 10.

Jessie Patterson, book repairer, separated July 7.

Nellie Patterson, junior library assistant, appointed temp. July 23, $480 per year.

Steve Renkosicwicz, page, appointed temp. July 26, $420 per year.

Lois Rose, junior library assistant, appointed July 11, $540 per year.

Herman Shapiro, junior library assistant, separated July 25.

Dorothy Smith, multigraph operator, appointed temp. July 12, $15.00 per week.

Francis Smith, page, appointed temp. July 17, $420 per year.

Jennie Tencate, junior library assistant, appointed temp. July 26, $480 per year; separated July 31; appointed civil service August 1, $540 per year.

Leah Tencate, junior library assistant, appointed temp. July 26, $480 per year; separated July 31; appointed civil service August 1, $540 per year.

Henry Thomson, page, resigned July 8.

Arthur Weinstein, page, resigned July 10.

Chester Wentz, page, appointed temp. July 20, $420 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Breyer, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., electric current	108.16
W. V. Geary, sprinkling streets, etc	25.00
Peoples Gas Light & Coke Co., gas	2.08
Chicago Telephone Co., telephone service	83.28
Toll Bros., laundering towels	108.22
Haegele Ice Co., ice	24.31
Citizens Street Cleaning Bureau, removing cinders, etc	23.12
Individual Towel & Cabinet Service Co., clean towel supply	12.50
Buchanan Bros., street sprinkling	15.00
Riddiford Bros., brooms	8.00
Remien & Kuhnert Co., shellac	7.00
James S. Kirk & Co., soap	5.15
A. P. W. Paper Co., toilet supplies	112.50
Chicago Evening Post Co., advertising	14.11
Pottinger-Flynn Coal Co., coal	110.45
Otto Luhr & Herman Friedl, mechanical services	25.00
D. J. Gallagher Mfg. Co., waste, etc	24.94
O. C. Keckley Co., packing, etc	15.00
John Moloney, putting in steam jets	6.10
Fuller-Morrisson Co., janitor supplies	10.10
Crane Co., engineering supplies	4.24
Samuel Harris & Co., machinists' supplies	4.18
Inland Electric Co., electrical supplies	63.33
Peerless Electric Co., repairs on armature, etc	12.25

Cudahy Packing Co., soap powder	145.10
McNeil & Higgins Co., soap	19.20
Wm. Dilley. safety window wasber devices	5.00
Peck & Hills Furniture Co., tables	84.00
American Type Founders Co., type	34.82
International Time Recording Co., card racks	12.50
Marshall Field & Co., couch covers	21.00
Yale & Towne Mfg. Co., padlocks	5.56
G. B. Davidson, insurance	278 29
Wayman & Murpby Co., new auto body, painting chassis, etc	358.50
Standard Oil Co., gasoline	230.00
Chicago Republic Truck Co., automobile parts	9.20
Irving Park Livery & Garage, storing automobile	6.00
Beckley-Ralston Co., automobile accessories	5.74
Stromberg Motor Devices Co., auto supplies	18.00
Velie Motors Corporation, automobile parts	24.00
D & D Company, spark plugs	15.60
Valvoline Oil Co., oil	17.45
New York Lubricating Oil Co., oil	9.43
Henry Stuckart, County Collector, special assessment, Wasbington Avenue and Washington street. for street paving	706.55
Western Slate Co., slate tile	140.00
Bullard & Gormley Co., hardware.	6.42
W. H. Salisbury & Co., rubber goods	5.34
H. G. Wilson, Sec'y, cash expenditures, July, 1917	39.38
	$3,866.10

He, also, presented a list of bills for the maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

Henry Stuckart, County Collector, special assessment	$408.56
City of Chicago, special assessment	41.12
Commonwealtb Edison Co., current	21.80
Chicago Telepbone Co., service	3.75
Hocking & Penhallegon, merchandise	1.10
	$476.33

He, also, presented the following recommendations on behalf of the Committee:

(1) That the Secretary be authorized to purchase two Motz tires at a cost of $152.75.

(2) That the Secretary be authorized to purchase ten cases of St. James toilet paper at a cost of $180.00.

Director Breyer moved that the recommendations be concurred in.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

Director Breyer stated that the Committee had re-advertised for proposals for supplying the Library building and branches with coal and that but one proposal had been received, and moved that the proposal be rejected and that the Secretary be given authority to purchase the necessary coal for the Main building and branches on the open market until further action of the Board.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

SPECIAL COMMITTEES.

In the absence of the Chairman of the joint Committee on Buildings and Grounds and Library, Director Breyer reported that the Committee had selected a site for the west side regional branch and moved that the purchase of the site be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

REPORTS.

The Librarian reported that he had returned to the library for duty and thanked the Board for its kindness and consideration during his illness.

The Librarian presented his statistical report for July, 1917, which was received and ordered published.

NEW BUSINESS.

The President stated that he had been appointed a member of the Committee on Finance selected by the American Library Association to take charge of the raising of funds for libraries and books for soldiers in the cantonment in various parts of the United States, and that he had delegated Mr. Carl B. Roden to attend a meeting to be held in Washington on the 14th instant.

Director Barr moved that the action of the President be concurred in and that the Library defray the necessary expenses of the trip.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

The President also reported that the Library had prepared a number of scrap books for use of the American soldiers in the hospitals of France. He stated that the blank books were distributed to the patrons of the Library with instructions as to making them up and that the demand for the books had been very great, and asked the wishes of the Board in regard to a further supply.

Director Barr moved that the matter be referred to the President with power to act.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

The President also brought up the subject of pay for the employés of the Library who are in the various branches of the military forces of the United States.

Director Barr moved that this matter be referred to the Committee on Administration for report at the next meeting of the Board.

Carried.

The President presented the following resolution:

Whereas, In order to provide funds for the prompt payment of the pay rolls and miscellaneous expenses of the Chicago Public Library, it will be necessary to sell anticipation tax warrants against the Library tax levy for the year 1917, therefore be it

Resolved, That the City Council be and is hereby requested to authorize his honor the Mayor and the City Comptroller to issue warrants against and in anticipation of the taxes levied by the City of Chicago for the Public Library tax for the year 1917 as shall be needed to meet salaries and current expenses to an amount not exceeding 75 per centum of the total tax levy for library purposes for said year, and to attach to such warrants interest coupons for interest thereon at a rate not exceeding five per centum per annum, payable only out of the taxes against which said warrants shall be drawn when collected.

Director Barr moved that the resolution be adopted.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Mayer, Barr and the President—6.

Nays—None.

On motion of Director Ksycki, the Board adjourned.

A. L. Wilson

Secretary.

REPORT OF LIBRARIAN FOR JULY, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of July was 443,813; for the corresponding month of the previous year 309 422. The circulation was from the following sources:

Central Library	64 623
Branches	239,167
Stations	45,913
Traveling Libraries	70,783
Deposits and Miscellaneous	23,327
	443,813

The following is a summary of the books obtained at the Central Library:

Main Collection	23,162
Open Shelf	29,770
Hughes Room	2,613
Music Room	1,887
Information Desk (Teachers and special cards)	6,291
Miscellaneous	247
Books for the Blind	490
Documents	163
	64,623

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,227	259	2,486
Austin	11,223	325	11,548
Austin High (Closed)			
Bessemer Park	3,390	160	3,550
Blackstone	8,984	267	9,251
Burr School	3,992	120	4,112

Cornell Square	2,792	87	2,879
Davis Square	1,126	58	1,184
Douglas Park	16,328	2,662	18,990
Dvorak Park	3,453	99	3,552
Eckhart Park	3,771	217	3,988
Englewood High (Closed)			
Forestville School	1,854	48	1,902
Fuller Park	3,902	231	4,133
Hamilton Park	6,058	198	6,256
Hamlin Park	4,784	122	4,906
Hardin	3,302	111	3,413
Harrison High (Closed)			
Hebrew Institute	8,843	946	9,789
Holstein Park	4,382	143	4,525
Humboldt	13,209	2,532	15,741
Independence Park	4,332	151	4,483
Kelly	12,748	292	13,040
Kosciusko	3,677	76	3,753
Lake View High (Closed)			
Lewis Institute	12,074	634	12,708
Lincoln Center	7,519	311	7,830
Logan Square	8,323	424	8,747
Mark White Square	3,031	93	3,124
Marshall High (Closed)			
Morse School	3,691	269	3,960
Ogden Park	9,477	218	9,695
Palmer Park	3,880	98	3,978
Pulaski Park	2,641	72	2,713
Scanlan School	2,356	96	2,452
Senn High (Closed)			
Seward Park	4,908	333	5,241
Sheridan	12,409	251	12,660
Sherman Park	5,981	155	6,136
Stanford Park	5,142	137	5,279
Stanton Park	2,965	163	3,128
Sumner School	3,977	171	4,148
Walker	2,980	56	3,036
West 26th Street	7,162	206	7,368
Woodlawn	16,274	876	17,150
Total	239,167	13,667	252,834

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	2,982	170	3,152
Argyle	198	109	307
Ashburn	62	...	62
Assoc. House	571	796	1,367
Birchwood	1,226	..	1,226
Butler House	2,804	.	2,804
Cheltenham	1,177	61	1,238
Chicago Ave	847	..	847
Chicago Lawn	2,316	..	2,316
Cicero Ave	991	..	991
Crawford	1,864	1,014	2,878
Dauphin Park	962	168	1 130
Dunning	1,262	..	1,262
E. Fifty-eighth St.	1,697	869	2,566
East Rogers Park	1,412	221	1,633
E. Sixty-third St.	859	275	1,134
E. Thirty-first St.	864	776	1,540
Edgewater	1,313	176	1,489
Edison Park	520	..	520
Fernwood	900	..	900
Gano	947	..	947
Grand Ave	422	635	1,057
Grand Crossing	1,435	101	1,536
Greenview	344	176	520
Gresham	2,715	41	2,756
Hegewisch	837	..	837
Hermosa	1,398	..	1,398
Irving Park	732	83	815
Jefferson Park	1,706	..	1,706
Jewish Educ. All.	3,310	146	3,456
Larrabee St	1,659	1,037	2,696
Lawndale	1,303	...	1,303
Longwood	1,127	..	1,127
Madison Street	927	994	1,921
Mayfair	1,121	..	1,121
Montrose	1,205	..	1,205
North Clark St	1,073	424	1,497
Norwood Park	266	..	266
Park Manor	1,291	193	1,484
Ravenswood	1,432	203	1,635
Rogers Park	4,816	92	4,908
South Shore	1,073	78	1,151
S. Western Ave.	724	690	1,414
Southport Avenue	295	273	568
Wakeford	119	...	119
Washing'n Heights	696	..	696
West Brighton	569	..	569
West Englewood	999	..	999
West Harrison St.	909	628	1,537
West Pullman	1,886	..	1,886
West Ravenswood	1,986	172	2,158
W. Sixteenth St.	2,535	397	2,932
West Twelfth St.	2,813	2,252	5,065
Diversey Ave,	377	437	814
Total	70,783	13,687	84,470

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	239,167	13,667	252,834
Traveling Libraries	70,783	13,687	84,470
Business House Deposits	22,761	1,745	24,506
Miscellaneous References	566	.....	566
Total	333,277	29,099	362,376

Of the 45,913 books supplied through the Stations Department, 13,667 were sent to 39 branches and 32,246 to 67 stations. The books supplied for the same month of the preceding year numbered 50,869 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 17,752.

REFERENCE ROOM.

Number of books issued from stacks..... 24,411
Number of recorded visitors..... 8,312

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,431. Visitors, 734.

HUGHES ROOM.

Volumes circulated, 2,613; pictures circulated, 284; visits from school classes, ...; recorded visitors, 2,255. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,070. Newspapers, 440. Visitors, 1,188.

CIVICS ROOM.

Magazines issued, 1,571; directories consulted, 2,091; bound documents used, 1,041; books, 399; pamphlets, 4,665; visitors, 4,096.

STUDY ROOM

Volumes consulted, 1,404. Visitors, 3,201.

READING ROOM.

Periodicals issued at the counter at Central Library, 8,407. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 61,550.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,413; issued in July of the previous year, 3,827.

Number of juvenile cards issued, 1,640; research cards, 7; vacation cards, 664; teachers' cards, 88; summer cards..... The number of three-year cards outstanding is 213,795.

BINDERY DEPARTMENT.

Number of books at binderies July 1, 1917	7,744
Number of books sent to binderies in July, 1917	7,069
Total number of books at binderies in July, 1917	14,813
Number of books received from binderies in July, 1917	5,812
Number of books at binderies August 1, 1917	9,001
Number of books repaired in Library in July, 1917	4,136

GROWTH OF THE LIBRARY.

The total number of volumes in the Library August 1, 1917, was 821,873. Received since June 1, 1917, 20,634; since July 1, 1917, 8,172. Books worn out and discarded since June 1, 1917, 4,500; since July 1, 1917, 2,500. Books lost and paid for since June 1, 1917, 469; since July 1, 1917, 253. Books found and money refunded since June 1, 1917, 36; since July 1, 1917, 23.

HENRY E. LEGLER,
Librarian.

CHICAGO, August 13, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 10, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Pokorney, Mayer and Barr.

Absent—Directors Ksycki, Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Mayer, the reading of the minutes of the regular meeting held August 13, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. J. W. Wraith resigning as custodian of the deposit station located at No. 2140 S. Crawford avenue, and from Mrs. Gertrude Parker requesting the Board to appoint her custodian of this station.

Referred to the Committee on Library.

From Earl Z. Mitzner requesting the Board to appoint him custodian of the deposit station located at No. 313 E. Fifty-eighth street, formerly under the care of Thomas J. Lovell.

Referred to the Committee on Library.

From Emily T. Larson, chairman of an auxiliary to the Chicago Chapter of the American Red Cross, composed of members of the library staff, asking permission to hold its meetings in the Hughes room Monday evenings of each week from 6:30 to 8:30 p. m.

Director Pokorney moved that the request be granted.

Carried.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows out of the September appropriation:

Main Collection:	756 vols., 16 pts.,	$ 678.00
Branch Collection:	2249 vols.,	2155.00
High School Collection:	8 vols.,	10.00
Deposit Collection:	407 vols.,	393.00
Reserve Collection:	348 vols.,	423.00
Rental Collection:	165 vols.,	157.00
Kelly Fund:	13 vols,,	12.00
Ryder Fund:	4 vols.,	47.00
Total:	3950 vols.,	$3875.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $19.75, be paid from the incidental fund.

Your Committee further recommends that the Librarian be authorized to increase the number of copies of the Book Bulletin published each month from 5,000 to 7,500 copies. This increased number will add about $50.00 to the monthly cost of publications, but is justified by the heavy demand for the Bulletin from patrons in all parts of the city.

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Sept. 10, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

A. C. McClurg & Co., books	$3,784.19
Marshall Field & Co., books	652.04
B. F. Stevens & Brown, books, subscriptions £260/4/11-(est.)	1,267.38
The Doves Press, books £2/2/-(est.)	10.22
C. V. Ritter, books	544.30
A. L. A. Publishing Board, books, etc.	210.00
A. Kroch & Co., books and subscriptions	41.10
Jewish Book Agency, books	35.20
Chicago Plan Promotion Fund. books	14.49
The Credit Co., books	12.00
Society of Naval Architects and Marine Engineers, books	10.00
Niel Morrow Ladd Co., books	9.30
The Hurd Publishing Co., books	9.00
Fred W. Kirk Co., books	7.50
Albert Bonnier Publishing House, books	5.81
Brabandt & Valters Book Binding Co., binding	1,142.40
Northwestern Bindery, binding	878.91
Geo. E. Koehler & Son, binding	859.32
Joseph Flucke & Son, binding	481.78
John Seybold, gold marking on backs of books	143.55
Burgmeier Book Bindery, binding	111.90
Slade, Hipp & Meloy, gummed muslin	15.00
Kirk's Ink Co., paste	12.92
Cameron, Amberg & Co., printing	121.30
Max Stern's Sons, printing	73.45
James Watson & Co., printing	22.45
Holmes Co., embossed envelopes	12.50
Swigart Paper Co., paper	140.17
Bradner Smith & Co., paper and envelopes	119.78
Dwight Bros. Paper Co. paper	66.30
Gaw-O'Hara Envelope Co., envelopes	57.45
Geo. E. Cole & Co., stationery	20.15
P. A. Salisbury-Schulz Co., date holders	18.00
Dennison Mfg. Co., glue and tags	17.66
A. B. Dick Co., mimeographic supplies	11.25
H. G. Wilson, Sec'y, cash expenditures Aug., 1917	354.31
	$11 283.18

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

Bills to be paid from Kelly Branch Fund.

Marshall Field & Co., books	$ 3.66
A. C. McClurg & Co., books	2.08
Brabandt & Valters Book Binding Co., binding	11.61
	$17.35

Bills to be paid from Ryder Fund Income Acc't.

Alfred A. Goldschmidt, books	$46.80
B. F. Stevens & Brown, books £2/12/-(est.)	12.65
	$59.45

Rental Collection.

Marshall Field & Co., books	$18.34
A. C. McClurg & Co., books	10.00
	$28.34

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends submitting the following budget to the City Council as the 1918 estimate for the Municipal Reference Library:

Salaries and wages	$8,070.00
Furniture, fittings, fixtures and library	550.00
Printing, stationery and office supplies	1,550.00
Impersonal services and benefits	50.00
Total	$10,220.00

Your Committee has received the following resignations and recommends their acceptance, with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Benjamin W. Cikanek, September 2; Lucile J. Cumfer, September 4; Daniel Garramoni, August 19; Morton Goldstein, August 19; David M. Levinson, August 30; Joseph A. Luhan, September 4; Raymond J. Lumpp, September 10; Arnold K. Samuelson, August 25; Hershel C. Williams, August 25.

Book repairer—Nellie E. Jacker, September 1.

Library typist—Viola E. Helmuth, August 19.

Messenger—Steven J. Klos, August 20.

Junior library assistants—Gwendolen Crawford, August 12; Edith Percival, August 25; Louise Ryther, September 10.

Senior library assistants—Roey Cowen, September 6; Samuel Kaplan, July 5.

It is further recommended that leaves of absence be granted as follows:

Joseph Lindenbaum, page, one month from August 23.

Frank Reeves, page, six months from August 20.

John B. McCauley, page, from September 4 1917, to July 1, 1918.

Your Committee on Administration has had under consideration the question of payment of salaries to employés of the Library who have entered, or will enter, the military or naval service of the United States for the period of the present war.

After due deliberation, and in view of the conflicting policies at present pursued by other public bodies, your Committee recommends that the Secretary be instructed to request the Corporation Counsel to render an opinion upon the question whether this Board has the power, under the law, to pay the salaries, or any part thereof, of employés of the Public Library while such employés are absent from their posts and in the military or naval service of the United States for the period of the present war.

Respectfully submitted,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Sept. 10, 1917.

He, also, presented the list of vacancies and appointments for August, 1917,

which was received and ordered published.

The following is the list:

Morris Abraham, page, appointed temp. August 28, $420 per year.

Edwin Bielawski, page, appointed temp. August 31, $420 per year.

Philip Brenner, page, appointed temp. August 31, $420 per year; separated August 31.

Susanne Case, junior library assistant, appointed temp. August 1, $480 per year.

Gwendolen Crawford, junior library assistant, resigned August 12.

Fred Dartsch, page, separated August 27.

Mary Dix, junior library assistant, separated August 12.

Frank Dubos, page, appointed temp. August 7, $420 per year; separated August 14.

Henrietta Ervin, junior library assistant, separated August 12.

Louis Fischmann, page, appointed temp. August 30, $420 per year.

Lyle M. Fox, page, appointed temp. August 8, $420 per year.

Daniel Garramoni, page, resigned August 19.

Morton Goldstein, page, resigned August 19.

Beatrice Goodhart, junior library assistant, separated August 12.

Sam Greenberg, page, appointed temp. August 31, $420 per year.

Viola Helmuth, library typist, resigned August 19.

Ella J. Horrobin, senior library assistant, separated by death August 5.

Marie Houston, junior library assistant, separated August 19

Chester Jobst, page, separated August 29.

Elizabeth Jordan, junior library assistant, separated August 1.

Mrs. Elsie King, junior library assistant, appointed temp. August 1, $480 per year.

Steven J. Klos, messenger, resigned August 20.

May L. Kraft, book repairer, appointed temp. August 13, $480 per year; separated August 25.

Harry Kuhn, page, separated August 16.

Elizabeth Lagorio, book repairer, appointed August 29, $480 per year.

August Landry, janitor, appointed temp. August 20, $900 per year.

Charles Lange, page, separated August 6.

Max Le Vine, page, separated August 2.

David M. Levinson, page, resigned August 30.

Florence McKenzie, janitress, separated August 31.

Bennie Mizerek, page, appointed temp. August 30, $420 per year; separated August 30.

Bessie R. Moberg, separated August 19.

Raymond Oberndorf, page, appointed temp. August 22, $420 per year.

Nellie Patterson, junior library assistant, separated August 19.

Marie Paulus, junior library assistant, appointed temp. August 7, $480 per year.

Edith Percival, junior library assistant, resigned August 25.

Walter Prendergast, page, appointed August 28, $420 per year.

William Pulley, page, appointed temp. August 30, $420 per year.

Harry Reingold, page, appointed temp. August 30, $420 per year.

Herman Reinstein, page, appointed August 27, $420 per year.

Wilbur Roesner, page, separated August 3.

Nelda Rohracker, junior library assistant, separated August 31.

Arnold K. Samuelson, page, resigned August 25.

Dorothy Smith, multigraph operator, separated August 21.

Leonard W. Smith, page, appointed temp. August 30, $420 per year.

Jennie TenCate, junior library assistant, appointed August 1, $540 per year.

Leah TenCate, junior library assistant, appointed August 1, $540 per year.

Harvey Thomas, page, appointed temp. August 6, $420 per year.

Cecile Wiedeman, junior library assistant, separated August 25.

Hershel C. Williams, page, resigned August 25.

He, also, presented a bill from Joyce & Co. in the sum of twenty-five dollars, premium on the bond of the Secretary for the year beginning September 15, 1917, and moved that the bill be ordered paid.

Carried.

He, also, recommended, on behalf of the Committee, that a contract be awarded to the United States Audit Company for auditing the books and accounts of the Public Library for the year ending May 31, 1918, for the sum of $175.00; this being the lowest bid received.

Concurred in as follows:

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Breyer, Chairman, presented the following bids for painting certain outside brick walls of the Public Library building:

J. Bobbe & Co.,	$450.00
J. G. McCarthy Co.,	527.00
Joseph Davidson,	560.00
J. P. Sullivan,	584.00
J. B. Sullivan & Bro.,	695.00
W. P. Nelson Co.,	792.00

and moved that the contract be awarded to J. Bobbe & Co. on its bid of $450.00.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

He, also, recommended that a contract for supplying engine and dynamo oil for the year beginning September 1, 1917, be awarded to the Dearborn Chemical Company on the following basis:

"We guarantee the maximum total of all bills for cylinder and engine oils that shall be used in your power plant, beginning the first day of September, 1917, up to and including the 31st day of August, 1918, shall not exceed the sum of $250.00 for the said period of one year.

"These oils are to be billed to you at the following:

Ft. Douglas XXX cylinder oil at 60 cts. per gallon less discount of 10 per cent.

Ft. Lincoln engine oil at 45 cts. per gallon less discount of 10 per cent.

"These oils are delivered by our trucks, without cost to you, at the power plant of the Chicago Public Library, without charging for the barrels or containers.

"The above prices will be attached to the bills rendered to you at such time as the lubricating oils are ordered by you and the Chicago Public Library is to pay the face value of said bills, and at the expiration of one year, as stated above, if the face value of these bills exceeds the sum of $250.00, we are to rebate to you any amount in excess of this contract price.

"On the other hand, if the face of the bills does not total the sum of $250.00 for this said period, you are to only pay the face value of the bills as shown. We also agree, as in the past, to be at all times responsible for any trouble in boilers due to the oils we are supplying you with, and we guarantee these oils, as in the past, to be the highest grade of Pennsylvania stock free from tarry, gummy or acid ingredients, and to be absolutely uniform in quality."

this being the lowest bid received.

The recommendation was concurred in as follows:

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6,

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., electric current	119.54
Peoples Gas Light & Coke Co., gas	2.42
Consumers Co., coal	19.90
Chicago Telephone Co., service	78.29
A. P. W. Paper Co., toilet supplies	180.00
Chicago Mill & Lumber Co., boxes	135.00
Toll Bros., laundry work	56.24
Individual Towel & Cabinet Service Co., clean towel supply	13 50
Haegele Ice Co., ice	45.60
Citizens Street Cleaning Bureau, removing cinders, rubbish, etc	44.27
Buchanan Bros., sprinkling streets	15.00
A. Hannibal, repairing furniture	12.25
American Type Founders Co., type	12.20
Eugene Dietzgen & Co., blue prints	6.13
Jones & Laughlin Steel Co., steel	4.05
International Time Recording Co., repairs to time clock	3.50
Remien & Kuhnert Co., janitor supplies	26.00
Cudahy Packing Co., soap	10.80
Library Bureau, book pockets, cards, furniture	418.50
Gordon Strong & Co., Library share of paving alley-way, Woodlawn Branch	500.00
H. Rosenbaum Roofing Co., resetting tile on roof of Library building	492.80
Joseph Halsted Co., hinging window, etc.	128.38
Jas. J. Ferry, building cement sidewalk, Woodlawn Branch	73.00
Tyler & Hippach, plate glass, etc	54.58
Taylor Coal Co., coal	620.39
Pottinger-Flynn Coal Co., coal	273 35
McCord Mfg. Co., gaskets	47.18
Dearborn Chemical Co., oil	40.50
Westinghouse Traction Brake Co., engineering supplies	35.25
Yeomans Bros. Co., repairing valve	17.70
Gallaher & Speck, machinists labor	9.26
The Lunkenheimer Co., engineering supplies	5.11
Crosby Steam Gauge & Valve Co., engineering supplies	4.36
Bullard & Gormley Co., hardware	4.30
O. C. Keckley Co., packing	3.90
D. J, Gallagher Mfg. Co., waste	17.40
Standard Oil Co., gasoline	212.73
Valvoline Oil Co., oil	16.75
C. J Holdrege Co. tires	176.06
Chicago Auto Equipment Co., tires, etc	55.89
Wright Cooler & Hood Mfg. Co., repairing gas tank	3.30
Beckley-Ralston Co., automobile accessories	22.65
Samuel Harris & Co., machinists' supplies	14.15
W. H. Salisbury & Co., belting, etc	9.40
Chicago Engineer Supply Co., grease cups	4.62
Maypole Garage, auto storage, etc	26.10
H. G. Wilson, Sec'y, cash expenditures, Aug., 1917	93.39
	$5,010.69

He, also, presented the following list of bills for maintenance of the Hiram Kelly Branch, and moved that the bills be paid from the Kelly Branch fund.

Carried.

Commonwealth Edison Co., current	$18.20
Chicago Telephone Co., service	3.75
Consumers Co., ice	1.65
	$23.60

REPORTS.

The Acting Librarian presented the statistical report for the month of August, 1917, which was received and ordered published.

NEW BUSINESS.

Director Barr moved that it be the sense of the Board that a branch library be opened in the vicinity of North Clark street and Lunt avenue, Rogers Park, and that the matter of location be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6,

Nays—None.

The President, Director Henius, presented a communication from the Libra-

rian in reference to the work of the American Library Association's Soldier's Library Campaign, stating that the Chicago Public Library had been designated as a collection center for books and periodicals sent from the middle west, and asking that authority be given for holding meetings in the Library building, to advance money for freight charges, cartage, etc. (the Library to be reimbursed by the American Library Association), and permission for volunteer workers from the various Chicago libraries to use rooms in the Library building for preparing books sent in.

Director Mayer moved that permission be granted for a conference with reference to the million dollar war fund campaign of the American Library Association Wednesday evening the 12th inst. to be held in the Hughes Room.

Carried.

He, also, moved that until further action of the Board the Secretary be authorized to advance cash in payment of freight bills and other necessary expense in connection with the assembling of books for the soldier's libraries of the American Library Association.

Carried.

Director Mayer moved that discretionary authority be given to the Librarian to admit library workers to the Library building outside of the regular library hours for the purpose of preparing books and materials for the soldier's libraries in the various cantonments.

Carried.

On motion of Director Mayer the Board went into

EXECUTIVE SESSION.

Director Barr acting as Secretary.

After consideration of matters coming before the Board sitting as Committee of the Whole, the Committee rose and the Board resumed open session.

Director Barr, Secretary, reported the adoption of the following resolutions:

Whereas, The members of the Board of Directors of the Chicago Public Library have been greatly disturbed and alarmed to learn of the sudden change for the worse in the health of the Librarian, Mr. Henry E. Legler, at a time when it seemed that his condition was improving, and

Whereas, The members of the Board, in view of the eminent long and self-sacrificing services which have always been rendered by Mr. Legler to the public as well as to the library, are very desirous of aiding in every way in their power to enable him to regain his health and soon again resume his duties as librarian, therefore be it

Resolved, That Henry E. Legler be, and he is hereby granted further leave of absence from his duties as Librarian for a period of three months from September 1, 1917, with full salary during such leave of absence, and that the Secretary be instructed to send a copy of these resolutions to Mr. and Mrs. Legler, and assure them of the very warm sympathy and kindly regard in which Mr. Legler is held by the members of the Board of Directors of the Chicago Public Library, and

Resolved, That this preamble and these resolutions be spread at large upon the records of the Board.

Director Barr moved that the action of the Committee of the Whole in executive

session be made the action of the Board.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

On motion of Director Breyer, the Board adjourned.

A. R. Wilson
Secretary.

REPORT OF LIBRARIAN FOR AUGUST, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of August was 457,861; for the corresponding month of the previous year 336,269. The circulation was from the following sources:

Central Library	65,226
Branches	248,202
Stations	45,619
Traveling Libraries	75,693
Deposits and Miscellaneous	23,121
	457,861

The following is a summary of the books obtained at the Central Library:

Main Collection	21,123
Open Shelf	30,616
Hughes Room	2,799
Music Room	1,961
Information Desk (Teachers and special cards)	7,666
Miscellaneous	304
Books for the Blind	529
Documents	228
	65,226

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,502	221	2,723
Austin	11,975	310	12,285
Austin High (Closed)			
Bessemer Park	3,316	149	3,465
Blackstone	9,677	350	10,027

Burr School	3,291	133	3,424
Cornell Square	3,183	69	3,252
Davis Square	1,209	47	1,256
Douglas Park	17,366	2,327	19,693
Dvorak Park	3,652	127	3,779
Eckhart Park	4,279	234	4,513
Englewood High (Closed)			
Forestville School	1,579	81	1,660
Fuller Park	4,040	176	4,216
Hamilton Park	6,336	185	6,521
Hamlin Park	4,750	94	4,844
Hardin	3,333	150	3,483
Harrison High (Closed)			
Hebrew Institute	8,198	784	8,982
Holstein Park	4,546	142	4,688
Humboldt	14,193	1,644	15,837
Independence Park	4,830	135	4,965
Kelly	13,513	255	13,768
Kosciusko	3,683	60	3,743
Lake View High (Closed)			
Lewis Institute	12,398	663	13,061
Lincoln Center	7,816	257	8,073
Logan Square	8,416	356	8,772
Mark White Square	3,214	86	3,300
Marshall High (Closed)			
Morse School	3,405	199	3,604
Ogden Park	9,650	188	9,838
Palmer Park	4,297	119	4,416
Pulaski Park	2,664	53	2,717
Scanlan School	2,151	22	2,173
Senn High (Closed)			
Seward Park	4,742	330	5,072
Sheridan	13,277	271	13,548
Sherman Park	5,710	100	5,810
Stanford Park	5,432	141	5,573
Stanton Park	3,128	157	3,285
Sumner School	4,741	225	4,966
Walker	2,890	60	2,950
West 26th Street	7,658	203	7,861
Woodlawn	17,162	854	18,016
Total	248,202	11,957	260,159

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	2,873	159	3,032
Argyle	148	108	256
Ashburn	82	...	82
Assoc. House	376	751	1,127
Avondale	814	295	1,109
Birchwood	1,298	..	1,298
Butler House	2,821	..	2,821
Cheltenham	1,384	37	1,421
Chicago Ave.	1,755	399	2,154
Chicago Lawn	2,460	..	2,460
Cicero Ave	1,000	..	1,000
Crawford	2,388	1,031	3,419
Dauphin Park	1,029	206	1,235
Diversey Ave,	600	286	886
Dunning	1,342	..	1,342
E. Fifty-eighth St.	1,631	819	2,450
East Rogers Park	1,644	242	1,886
E. Sixty-third St.	825	261	1,086
E. Thirty-first St.	879	800	1,679
Edgewater	1,263	154	1,417
Edison Park	936	..	936
Fernwood	1,117	..	1,117
Gano	834	..	834
Garfield	720	484	1,204
Grand Ave	521	605	1,126
Grand Crossing	1,583	112	1,695
Greenview	532	136	668
Gresham	3,096	32	3,128
Hegewisch	917	..	917
Hermosa	1,543	..	1,543
Irving Park	652	102	754
Jefferson Park	1,726	..	1,726
Jewish Educ. All	3,058	183	3,241
Larrabee St	1,740	992	2,732
Lawndale	493	...	493
Longwood	929	..	929
Madison Street	1,060	1,125	2,185
Mayfair	1,225	..	1,225
Milwaukee Ave.	67	559	626
Montrose	1,355	..	1,355
Normal Ave	312	340	652
North Clark St	969	393	1,362
Norwood Park	313	..	313
Park Manor	1,375	213	1,588
Ravenswood	1,596	226	1,822
Rogers Park	4,980	78	5,058
South Shore	1,007	73	1,080
S. Western Ave.	805	534	1,339
Southport Avenue	394	207	601
Wakeford	778	216	994
Washing'n Heights	700	..	700
West Brighton	705	..	705
West Englewood	1,137	..	1,137
West Harrison St.	972	716	1,688
West Pullman	1,922	..	1,922
West Ravenswood	2,107	180	2,287
W. Sixteenth St.	2,133	414	2,547
West Twelfth St.	2,772	2,195	4,967
Total	75,693	15,663	91,356

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	248,202	11,957	260,159
Traveling Libraries	75,693	15,663	91,356
Business House Deposits	22,541	1,798	24,339
Miscellaneous References	580	.....	580
Total	347,016	29,418	376,434

Of the 45,619 books supplied through the Stations Department, 11,957 were sent to 39 branches and 33,662 to 67 stations. The books supplied for the same month of the preceding year numbered 54,964 volumes.

The circulation department was open on 27 week days. The daily average week day circulation was 16,958.

REFERENCE ROOM.

Number of books issued from stacks..... 22,904
Number of recorded visitors..... 9,226

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,218. Visitors, 719.

HUGHES ROOM.

Volumes circulated, 2,799; pictures circulated, 419; visits from school classes, ...; recorded visitors, 2,564. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,035. Newspapers, 527. Visitors, 1,390.

CIVICS ROOM.

Magazines issued, 1,787; directories consulted, 2,294; bound documents used, 1,346; books, 489; pamphlets, 5,895; visitors, 4,843.

STUDY ROOM (Closed during August)

Volumes consulted, ... Visitors, ...

READING ROOM.

Periodicals issued at the counter at Central Library, 8,310. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 65,093.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 4,798; issued in August of the previous year, 4,227.

Number of juvenile cards issued, 1,291; research cards, 5; vacation cards, 390; teachers' cards, 60. The number of three-year cards outstanding is 214,527.

BINDERY DEPARTMENT.

Number of books at binderies August 1, 1917..... 9,001
Number of books sent to binderies in August, 1917..... 6,548
Total number of books at binderies in August, 1917..... 15,549

Number of books received from binderies in August, 1917	7,566
Number of books at binderies August 31, 1917	7,983
Number of books repaired in Library in August, 1917	6,028

GROWTH OF THE LIBRARY.

The total number of volumes in the Library September 1, 1917, was 829,695. Received since June 1, 1917, 31,152; since August 1, 1917, 10,518. Books worn out and discarded since June 1, 1917, 7,000; since August 1, 1917, 2,500. Books lost and paid for since June 1, 1917, 680; since August 1, 1917, 211. Books found and money refunded since June 1, 1917, 51; since August 1, 1917, 15.

C. B. RODEN,
Asst. Librarian.

CHICAGO, September 10, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

SPECIAL MEETING.

CHICAGO, THURSDAY, SEPTEMBER 13, 1917.

OFFICIAL RECORD.

A special meeting of the Board of Directors of the Chicago Public Library was called informally by the President, Director Henius, for the purpose of taking appropriate action concerning the death of Mr. Henry E. Legler, Librarian.

There were present the President, Director Henius, and Directors Lagorio, Pokorney, O'Connell and Mayer.

The President, Director Henius, presented the following

MEMORIAL.

It is with the keenest and most genuine sense of profound bereavement that the Board of Directors of the Chicago Public Library place on record this small tribute to the memory of its departed librarian, Henry E. Legler, and each and every member of the Board of Directors feels this bereavement no less as an official than a personal one.

The Directors recognized in Henry Legler one of those men of vision and ideals whose devotion and enthusiasm have helped to build up the noble city of Chicago. Placed in a station where his work was necessarily quiet and unillumined by the glare of publicity he was uplifted and carried along by a lofty conception of the inherent greatness of his work and the good it would do in the minds of the men, women and children of Chicago, to be later translated by them into action in their practical lives. His work, like that of the teacher, was of the silent, unassuming, but nevertheless fundamental and constructive kind, aiming to expand the minds of his fellows and strengthen them for the tasks they might be called upon to fulfill in their own behalf or that of their city and country. To the strength, the intelligence, the character, the happiness of the citizens of Chicago his contribution was great though unostentatious.

It was his overruling devotion to his work that hastened his death. While suffering for years with an ailment that called on him to be sparing of his strength, he refused to leave his labors for temporary rest, and so fell literally in the harness. His life was given for the

good of his fellows as truly as that of the soldier who falls on the field of honor.

Henry E. Legler enjoyed the esteem of librarians as one of the ablest among them. Not only was he an administrator of pre-eminent ability, conducting the affairs of this library with the highest degree of efficiency, but also a seer whose visions of the expansion of its usefulness and for bringing its benefits near to the homes of every resident inspired all of us. It is to his sole initiative that the great plan of regional libraries for the better circulation of books among the people owes its origin and organization—a sublime and, let us hope, permanent memorial of his fidelity and genius.

Among the staff of the Chicago Public Library Henry E. Legler was an object of affectionate adoration. The unvarying sweetness of his temper and unfailing justice of his judgment won for him their undivided and cordial love.

The Directors likewise found in Henry E. Legler more than the official and administrator of a public utility. His ability and character bound them to him, each and every one, in the bonds of the firmest and warmest friendship.

Thus they lament in his death the loss of a friend, while feeling that the city of Chicago has cause to mourn the loss of a public servant of exceptional ability, unswerving loyalty, deep devotion and far-reaching efficiency whose silent influence will live in the minds of thousands for many years to come.

It is ordered that this Minute be spread upon the records of this Board, and that a copy in proper form be communicated to Mrs. Legler and her sons as a token of the sympathy and the sincere and affectionate solicitude which this Board feels for her and hers in this hour of trial.

Director O'Connell moved the adoption of the Memorial and resolutions.

Carried by rising vote.

Director Lagorio moved that a committee of three be appointed to make arrangements for attendance of the Board at the funeral of Mr. Legler.

The President appointed Directors Lagorio, Mayer and Pokorney as a special committee.

Director Pokorney moved that the main library and all branches be closed on the day of Mr. Legler's funeral.

Carried.

On motion of Director Mayer, the Board adjourned.

A. L. Wilson

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, SEPTEMBER 24, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Pokorney, Mayer and Barr.

Absent—Directors Ksycki, Healy and O'Connell.

The Secretary being absent on vacation, the Assistant Librarian was authorized and directed to serve as secretary *pro tem.*

MINUTES APPROVED.

On motion of Director Breyer, the reading of the minutes of the regular meeting held September 10 and of the special meeting held September 13, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Wm. J. Meade requesting the Board to establish a delivery station in her store, located at No. 423 W. Sixty-ninth street.

Referred to the Committee on Library.

From David Stromberg resigning as custodian of the Cheltenham traveling library, and from Hayden Ringer requesting the Board to appoint him custodian of this library.

Referred to the Committee on Library.

From the Assistant Librarian transmitting a resolution adopted by the staff on the death of Henry E. Legler, and requesting that it be accepted by the Board and incorporated in the Proceedings.

Director Mayer moved that the request be granted.

Carried by rising vote.

The following is the resolution:

The Staff of the Chicago Public Library has met today to take action on the passing of its Chief.

The relationships which arise between those engaged in a common task, bound together by the same interest, are often of a nature purely official, penetrating no farther into their lives than the prosecution of their duties may demand. Tem-

porary in their character, such relationships in all propriety exert no lasting influence and leave no memories. They close when the task is finished and we turn to new responsibilities or activities in fresh fields.

So vividly contrasted from the condition here described has been the relationship between this Staff and the Chief Librarian—now abruptly severed in midstream—that we, the members of the Staff, individually and corporately, find ourselves oppressed by but one thought—solely and primarily inspired by the overwhelming sense of the personal loss we have suffered.

The people of Chicago are deprived of the ministrations of a public servant of singular ability, zeal and purity. The Chicago Public Library has lost the leader who for eight years has guided its progress and fostered its development with a measure of brilliant success amid stupendous difficulties unequaled in the annals of librarianship. His profession mourns the passing of one of its greatest exponents, whose career, stimulating even in its victorious conclusion, serves as a perpetual light to lighten the path of professional achievement.

But we have lost a Friend, a Counselor and Fellow-servant; wise in decision, firm in execution, patient with our importunities, zealous in the promotion of the interests committed to his charge, but first of all the Friend of all of us. At this time we can do no more than to offer this record of our personal bereavement; to bid farewell to this Friend whose cheery smile and hearty grasp shall greet us no more; to bid Godspeed to Henry Eduard Legler, faithful servant, brilliant administrator and true Friend.

Be It Resolved, That a copy of this Minute be submitted to Mrs. Legler and her family as a feeble expression of our deep and affectionate sympathy. And be it further

Resolved, That a second copy be offered to the Board of Directors of the Chicago Public Library with the request that it be accepted and printed in the Minutes of the Board at its next regular meeting.

A telegram from Mr. Thomas L. Montgomery, State Librarian of Pennsylvania and President of the American Library Association, expressing the sympathy of the State of Pennsylvania in the death of Mr. Henry E. Legler.

Received and placed on file.

A letter from Miss Effie A. Lansden, President of the Illinois Library Association, calling attention to the meeting of the Association at Decatur, Ill., October 17-19, and inviting the Board to attend the same.

Referred to the Committee on Administration.

From the Lambert Tree Estate agreeing to pay the general taxes for the year 1917 on property recently purchased by the library, located at the corner of Crawford avenue and West Monroe street.

Received and placed on file.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows out of the September appropriation:

Main Collection:	73 vols.,	$ 20.00
Branch Collection:	3038 vols.,	2407.00
High School Collection:	175 vols.,	160.00
Deposit Collection:	40 vols.,	40.00
Kelly Fund:	58 vols,,	43.00
Total:	3384 vols.,	$2670.00

Respectfully submitted,

DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Sept. 24, 1917.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Mayer presented the following report and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Edward F. Eckhardt, September 16; Joseph W. Goldstein, September 9; Harry Kalcheim, September 24; Walter Prendergast, September 9; Morris Schrero, September 10; Marcus Silver, September 2; William Yonker, September 12.

Junior library assistant—Lois E. Rose, September 25.

Your Committee recommends that leaves of absence be granted as follows:

Walter A. Faerber, messenger, one year from September 17.

Sarah Elkin, junior library assistant, three months from September 26.

It is further recommended that the Librarian be, and he is hereby authorized to designate members of the staff for representation at the Annual Meeting of the Illinois Library Association, and that the sum of $60.00 be, and the same is hereby appropriated for necessary expenses.

Respectfully submitted,

OSCAR G. MAYER,
A. LAGORIO,
Committee on Administration.

CHICAGO, Sept. 24. 1917.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Breyer, Chairman, presented the following report and moved its adoption.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

1. In accordance with the authority vested in this Committee at the meeting of the Board August 13, 1917, your Committee has purchased a site for a regional branch at the southeast corner of Crawford avenue and West Monroe street, with a frontage of 121.38 feet on Crawford avenue and a depth of 97 feet on Monroe street for the sum of $17,800.00.

2. After consultation with the Librarian in reference to the feasibility of opening a branch library in Rogers Park in accordance with the recommendation at the last regular meeting, your Committee has leased the premises at 6975 and 6977 North Clark street for a period of five years, beginning November 1st prox., at a monthly rental of $130.00, which includes heating by steam and janitor service. Your Committee recommends that

the matter of the necessary furniture and fixtures for this branch be referred to the Committee on Buildings and Grounds with power to act.

3. Your Committee recommends that the Secretary be authorized to purchase a miscellaneous lot of furniture as follows:

One double book stack for use in the Branch Dept.....$ 97.50
Eight 18-tray units.
Five 4-drawer plan units.
Six bases and seven tops for card cabinets for the sum of 414.20
The card cabinet units to be used in various branches.

4. That the Secretary be given authority to have one of the automobile trucks in the delivery service repainted and repaired at a cost not to exceed $106.75.

All of which is respectfully submitted,

CHAS. C. BREYER,
OSCAR G. MAYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.

CHICAGO, Sept. 24, 1917.

Director Barr moved that the action of the President in issuing a voucher in the amount of $17,800.00 for payment of the property at Crawford avenue and West Monroe street be ratified and approved.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

On motion of Director Barr, the Board went into

EXECUTIVE SESSION.

Director Barr acting as Secretary.

After consideration of matters coming before the Board sitting as Committee of the Whole, the Committee rose and the Board resumed open session.

Director Barr, Secretary, reported the adoption of the following:

That Carl B. Roden, Assistant Librarian, be appointed Acting Librarian at a salary of $6,000.00 per year, and that Mr. Roden be given a leave of absence as Assistant Librarian as soon as his appointment as Acting Librarian is approved by the Civil Service Commission, such leave of absence to continue until a librarian has been appointed.

Director Barr moved that the action of the Committee of the Whole in executive session be made the action of the Board.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

NEW BUSINESS.

The President, Director Henius, reported action in establishing War Fund collection stations.

The President, Director Henius, suggested that the regional library which is to be erected on Crawford avenue and West Monroe street be named the "Henry E. Legler Regional Library" in honor of the late Librarian.

Director Barr moved that the suggestion of the President be concurred in.

Carried.

Yeas—Directors Breyer, Lagorio, Pokorney, Mayer, Barr and the President—6.

Nays—None.

On motion of Director Breyer, the Board adjourned.

C. B. RODEN,
Assistant Librarian and Secretary pro tem.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 8, 1917.

OFFICIAL RECORD.

There were present the President, Director Henius, in the chair, and Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer and Barr.

Absent—Directors Healy and O'Connell.

MINUTES APPROVED.

On motion of Director Lagorio, the reading of the minutes of the regular meeting held September 24, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. F. Born resigning as keeper of delivery station No. 16 South, located at 146 W. Sixty-ninth street, and from Mrs. Louise Rockfield making application for care of delivery station No. 16 South.

Referred to the Committee on Library.

From Beryl D. Coope resigning as custodian of the Rogers Park Deposit Station, and from Ruth Dean requesting the Board to appoint her custodian of this station.

Referred to the Committee on Library.

From the Board of Directors of the Evanston Public Library tendering resolutions adopted by that Library on the death of Mr. Henry E. Legler.

Received and ordered filed.

From the University of Illinois Library School enclosing resolutions adopted by the faculty of that School on the death of Mr. Henry E. Legler.

Received and ordered filed.

From J. C. Huggett making application for use of a room in the Hiram Kelly Branch Library building for the purpose of holding one meeting a week in connection with the British and Canadian Recruiting Commission of the 31st Ward.

Referred to the Committee on Library.

The following communication was received and placed on file:

CHICAGO, Oct. 8, 1917.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—At the election of trustees for the Public Library Employés Pension Fund held on October 1, 1917, the following were elected for the terms specified:

From the Board of Directors, Mr. Oscar G. Mayer, one year term.

From employés contributing to the fund, Mr. George S. King, two year term.

Respectfully submitted,
H. G. WILSON,
Secretary.

From the Woman's Liberty Loan Committee requesting the co-operation of the Board in sending out information concerning the Second Liberty Loan.

Director Barr moved that the request be granted and that arrangements be left to the Librarian.

Carried.

COMMITTEE ON LIBRARY.

Director Pokorney, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	474 vols., 11 pamphlets,	$ 639.00
Branch Collection:	3434 vols.,	2648.00
New Branch Collection:	5811 vols.,	4457.00
High School Collection:	2 vols.,	7.00
Deposit Collection:	1198 vols.,	940.00
Ryder Fund	4 vols.,	45.00
Kelly Fund:	12 vols,,	3.00
	10,935 vols.,	$8739.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $38.12, be paid from the incidental fund.

Respectfully submitted,
DR. F. J. POKORNEY,
A. LAGORIO,
ALFRED E. BARR,
Committee on Library.

CHICAGO, Oct. 8, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

A. C. McClurg & Co., books	$4,095 59
C. V. Ritter, books	59.00
John B. Tripp Co., books	52.00
N. Ricciuti & Co., books	31.00
Foster Bros., pictures	15.00
D. M. Miller, books	14.50
Marshall Field & Co., books	14.25
McGraw-Hill Book Co., books	14.18
R. L. Polk & Co., books	14.00
B. F. Bowen & Co., books	12.00
R. R. Bowker Co., books	8.00
H. W. Wilson Co., books and subscriptions	7.82
Patriotic Publishing Co., books	7.25
A. Kroch & Co., subscription	5.85
Brabandt & Valters Book Binding Co., binding	933.51
Geo. E. Koehler & Son, binding	433.99
Northwestern Bindery, binding	254.26
Joseph Flucke & Son, binding	251.26
Burgmeier Book Bindery, binding	202.80
John Seybold, gold marking on books	134.26
Kirk's Ink Co., paste	11.25

Tucker-Kenworthy Co., printing	126.41
Dwight Bros. Paper Co., paper	182.78
James White Paper Co., paper	36.48
Bradner Smith & Co., paper and envelopes	28.75
Swigart Paper Co., paper	17.99
Thompson & Co., mimeographing, etc.	107.15
Cameron, Amberg & Co., register of book borrowers, etc	51.35
Max Stern's Sons, printing	50.00
Library Bureau, cards and case	64.40
Geo. E. Cole & Co., stationery	56.08
A. B. Dick Co., mimeograph supplies	10.20
Dode G. Oberst & Co., paper	3.25
Rockwell-Barnes Co., paper	2.50
Universal Stamp and Stencil Works, pads, ink, etc	12.20
H. G. Wilson, Sec'y, cash expenditures Sept., 1917	271.37
L. Gould & Co., twine	40.00
City Collector, payroll sheets	3.75
	$7,636.43

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

List of Bills to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$12.20
C. V. Ritter, books	3.00
Brabandt & Valters Book Binding Co., binding	11.48
Geo. E. Koehler & Son, binding	3.71
	$30.39

Rental Collection.

A. C. McClurg & Co., books	$157.85

Ryder Fund.

G. Broes VanDort Co., books	$40.00
Alfred A. Goldschmidt, books	4.50
Architectural Book Publishing Co., books	8.10
	$52.60

COMMITTEE ON ADMINISTRATION.

Director Ksycki, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Philip S. Carney, October 1; Thomas H. Cotter, September 30; James W. Crowe, September 19; Michael T. Doyle, September 26; Stephen A. Doyle, October 1; Maurice E. Moloney, September 30; Abraham Neider, October 3; Patrick J. Pierce, September 30.

Messenger—Rocco Motto, September 25.

Junior library assistants—Roberta P. Cooke, September 30; Louise M. Corbin, September 25.

It is further recommended that leaves of absence be granted as follows:

William P. Perlman, messenger, three months from September 26.

Alfred Foy, page, from October 11 to November 21, inclusive.

Respectfully submitted.

PHILIP M. KSYCKI,
A. LAGORIO,
OSCAR G. MAYER,
Committee on Administration.

CHICAGO, Oct. 8, 1917.

He, also, presented the list of vacancies and appointments for September, 1917, which was received and ordered published.

The following is the list:

Henry E. Legler, librarian, separated by death September 13.

Esther Aaron, junior library assistant, appointed temp. September 5, $480 per year.

Sam Abraham, page, separated September 16.

Gertrude Ahern, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

David Bain, page, appointed temp. September 13, $420 per year.

Ella Banta, junior library assistant, appointed temp. September 11, $480 per year.

Margaret Ball, book repairer, appointed temp. September 19, $480 per year.

Ruth Barlow, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Neva Bath, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

George Boyd, page, appointed temp. September 17, $420 per year.

Winifred Bright, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Joseph Byrne, page, separated September 2.

Benjamin Cikanek, page, resigned September 2.

Edna Clanton, library typist, separated to accept another position in the city service September 14.

Charles Coles, page, appointed temp. September 1, $420 per year.

Louise Corbin, junior library aasistant, resigned September 25.

Roey Cowen, senior library assistant, resigned September 5.

Ruth Crosman, junior library assistant, appointed temp. September 10, $480 per year; separated September 23.

James Crowe, page, resigned September 19.

Lucile Cumfer, page, resigned September 4.

Helen Doan, junior library assistant, appointed senior library assistant September 26, $780 per year. (Promotional.)

Helen Dowd, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Roberta Dreyer, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Stanley Dwyer, page, separated September 3.

Herbert Eberhardt, page, separated September 10.

Edward Eckhardt, page, resigned September 16; appointed temp. as senior library assistant September 17, $780 per year.

Gilbert Edelstein, page, appointed temp. September 11, $420 per year; separated September 11.

Olive Enos, junior library assistant, separated September 9.

Walter Faerber, senior library assistant, appointed temp. September 17, $780 per year.

Solly Feuerstein, page, appointed temp. September 19, $420 per year.

Lydia Field, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Walter Gacek, window washer, separated September 30.

Joseph Goldstein, page, resigned September 9.

Oscar Guralnik, page, appointed temp. September 11, $420 per year; separated September 27.

Alice Hannon, junior library assistant, separated September 3.

Madelyn Hesse, junior library asststant, separated September 25; appointed civil service September 26.

Nellie Jacker, book repairer, resigned September 1.

Carl Johnsson, page, separated September 12.

Louis Kamm, page, appointed temp. September 5, $420 per year.

Bennie Kaplovitz, page, appointed temp. September 11, $420 per year.

Harry Kalcheim, page, resigned September 24.

Walter King, page, separated September 10; appointed temp. as coat room attendant and porter September 11, $660 per year.

Helen Kittilsby, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Ida Koppel, junior library assistant, appointed temp. September 28, $480 per year.

Philip Lasowsky, page, appointed temp September 5, $420 per year; separated September 7.

Marion Lamb, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

August Landry, janitor, separated September 13.

Elizabeth Larkin, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Max LeVine, page, appointed temp. September 7, $420 per year.

Jacob Levitsky, page, appointed temp. September 21, $420 per year.

Cora Levy, junior library assistant, appointed temp. September 28, $480 per year.

Edith Ludden, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Joseph Luhan, page, resigned September 4.

Raymond Lumpp, page, resigned September 10.

Bessie MacGill, junior library assistant, appointed temp. September 26, $480 per year.

Eileen McGrath, junior library assistant, appointed temp. September 11, $480 per year.

Kathryne McGinness, page, appointed temp. September 11, $420 per year; separated September 25; appointed civil service September 26, $420 per year.

Florence McKenzie, janitress, appointed temp. September 10, $780 per year.

Goldie Mabowehz, junior library assistant, appointed temp. September 27, $480 per year.

Bessie Markson, junior library assistant, appointed senior library assistant September 20, $780 per year. (Promotional.)

Mary Meany, junior library assistant, appointed temp. September 26, $420 per year.

Edward Moran, page, appointed temp. September 11, $420 per year.

Rocco Motto, messenger, resigned September 25.

Rosander Myers, page, appointed temp. September 28, $420 per year.

Ida Ockenhelt, library typist, separated September 25; appointed junior library assistant September 26, $540 per year.

Edward O'Meara, page, appointed temp. September 26, $420 per year.

Matthew Phibbs, coat room attendant and porter, separated September 10.

Patrick Pierce, page, resigned September 30.

Charles Pivovitz, page, separated September 25.

Walter Prendergast, page, resigned September 9.

Frank Prochaska, elevator operator, separated September 27.

Steve Renkosicwicz, page, separated September 9.

Herman Rooth, page, appointed temp. September 5, $420 per year; separated September 9.

Lois Rose, junior library assistant, resigned September 25.

Pauline Rothgeb, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

James Russell, page, appointed temp. September 26, $420 per year.

Louise Ryther, junior library assistant, resigned September 10.

Willis Schaff, junior library assistant, appointed temp. September 13, $480 per year.

Reuben Schanbaum, page, appointed temp. September 11, $420 per year; separated September 14.

Lee Schell, page, appointed temp. September 5, $420 per year.

Gustave Schiller, page, appointed temp. September 5, $420 per year.

Morris Schrero, page, resigned September 10.

William Schrero, page, appointed temp. September 13, $420 per year.

Irene Schuler, junior library assistant, appointed temp. September 26, $420 per year.

Walter Schweitzer, page, appointed temp. September 18, $420 per year.

Esther Shapiro, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Alice Shutter, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Marcus Silver, page, resigned September 2.

Helen Sim, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Dorothy Smith, multigraph operator, appointed temp. September 17, $15 per week; separated September 24.

Francis Smith, page, separated September 6; appointed temp. September 11, $420 per year.

Josephine Sowers, junior library assistant, separated September 25; appointed civil service September 26, $540 per year.

Harvey Thomas, page, separated September 19.

Simon Tulchin, junior library assistant, separated September 30.

Gertrude VanStraaten, junior library assistant, separated September 9.

Jack Weinberg, page, separated September 27.

Ralph Wentz, page, separated September 25.

William Yonker, page, resigned September 12.

Lawrence Youngberg, page, appointed temp. September 5, $420 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Breyer, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Isenstein & Eisenstein, rent, Douglas Park Branch	150.00
Lewis Institute, rent, W. Madison St. Branch	150.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., electric current	125.36
Peoples Gas Light & Coke Co., gas	4.70
Consumers Co., coal	55.75
Chicago Telephone Co., telephone service	82.09
Haegele Ice Co., ice	24.50
Toll Bros., laundering towels	49.02
Individual Towel & Cabinet Service Co., clean towel supply	11.50
Remien & Kuhnert Co., white shellac	7.00
Buchanan Bros., sprinkling street	15.00
Chicago Mill & Lumber Co., wooden boxes	148.50
Chicago Title & Trust Co., recording deed, etc	6.35
City Collector, elevator Inspections	22.00
International Time Recording Co., cards	8.70
Pottinger-Flynn Coal Co., coal	1,641.73
Lunkenheimer Co., valves	9.37
Crane Co., engineering supplies	6.15
W. H. Salisbury & Co., belting	4.21
O. C. Keckley Co., cans	4.32
John Moloney, mason work on boilers	9.62
Citizens Street Cleaning Bureau, removing cinders, street sprinkling	46.82
Western Electric Co., electrical supplies	164.43
Inland Electric Co., electrical supplies	12.88
Dearborn Chemical Co., oil	27.60
Peter VanScbaak & Sons, chamois	35.00
Crescent Brush works, dusters	30.50
Cudahy Packing Co., soap powder	10.80
Shavings & Sawdust Co., sawdust	10.00
Bullard & Gormley Co., bardware	47.82
Royal Typewriter Co., typewriting machine, etc	62.25
Newton & Hoit Co., typewriter stands	23.75
G. B. Davidson, insurance on library property at branches	81.25
A. Kilander & Co., labor of steamfitter, etc	362.40
Tyler & Hippach, furnishing and setting plate glass	51.00
Standard Oil Co., gasoline	185.70
Valvoline Oil Co., oil	20.05
Swinehart Tire & Rubber Co., tires	63.88
Samuel Harris & Co., machinists' supplies	28.27
Beckley-Ralston Co., automobile accessories	21.35
Bird-Sykes Co., repairs to automobile	15.65
Jones & Laughlin Co., steel	4.82
The Carborundum Co., carbo wheels	4.80
American Battery Co., repairing storage battery	3.50
Wayman & Murphy Co., auto parts	7.00
Maypole Garage, auto storage, etc	12.20
Irving Park Livery & Garage storage	6.00
H. G. Wilson, Sec'y, cash expenditures, Sept., 1917	54.58
	$4,475.17

He, also, presented list of bills for maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Commonwealth Edison Co., electric current	$19.00
Chicago Telephone Co., service	3.75
Consumers Co., wood and ice	6 05
O. C. Keckley Co., sheet packing	.75
	$29.55

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Build-

ings and Grounds begs leave to report on the following matters in its hands:

1. On the basis of a new proposition received from the owners of the lot on St. Louis avenue, 100 feet south of Twelfth street, we recommend:

That a lease be executed with said owners for the occupancy of a building, to be erected by them, for a period of ten years at a monthly rental of $150, acceptance of this lease to be subject to approval of the plans for the new building. We recommend that the plans be made to include windows on four sides and hinged transoms over windows, proper air space under that part of the floor not to be excavated; also that a clause permitting the Board to sublet be incorporated in the lease.

In the matter of a site for Humboldt Branch your Committee begs to report that various parcels of land have been considered, viz:

On Talman Ave., west front,	$16,500
Talman Ave., east front.	14,500
Washtenaw Ave.—not for sale.	
North Ave. and Mozart St.,	22,500
California Ave. south of North—not for sale.	

We recommend, in view of the difficulty of finding a suitable location, and also because of the high prices asked for the sites offered, that action be deferred.

A proposition was received from the owner of the premises occupied by Humboldt Branch offering the adjoining store, with proper heating and ventilation, at an aggregate rental of $200 per month for the entire space, namely, the store now occupied and the one adjoining.

We recommend that this proposal be referred to the Secretary for investigation and report.

Respectfully submitted,

CHAS. C. BREYER,
OSCAR G. MAYER,
ALFRED E. BARR,
Committee on Buildings and Grounds.

CHICAGO, Oct. 8, 1917.

Director Breyer stated that since the meeting of the Committee on Buildings and Grounds, in which the above report was adopted, a proposition had been received for a piece of property on Washtenaw avenue near North avenue.

Director Pokorney moved that the Committee on Buildings and Grounds be given power to act in the matter of the purchase of property in the vicinity of Humboldt Park.

Carried.

Yeas — Directors Breyer, Lagorio, Ksycki, Pokorney, Mayer, Barr and the President—7.

Nays—None.

REPORTS.

The Acting Librarian presented his statistical report for the month of September, 1917, which was received and ordered published.

He, also, stated that a request had been made by the committee in charge of the liberty loan subscriptions asking that permission be given for soliciting among the employés of the Library.

Director Pokorney moved that permission be given for a representative of the committee to address the employés on the liberty loan with the provision that there be no soliciting among the employés.

Carried.

On motion of Director Breyer, the Board adjourned.

A. R. Wilson
Secretary.

REPORT OF LIBRARIAN FOR SEPTEMBER, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of September was 419,427; for the corresponding month of the previous year 314,480. The circulation was from the following sources:

Central Library	58,583
Branches	234,257
Stations	37,673
Traveling Libraries	66,653
Deposits and Miscellaneous	22,261
	419,427

The following is a summary of the books obtained at the Central Library:

Main Collection	22,383
Open Shelf	27,143
Hughes Room	2,029
Music Room	2,133
Information Desk (Teachers and special cards)	3,750
Miscellaneous	412
Books for the Blind	540
Documents	193
	58,583

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,224	204	2,428
Austin	9,481	323	9,804
Austin High	3,526	....	3,526
Bessemer Park	3,404	177	3,581
Blackstone	8,748	340	9,088
Burr School	3,602	71	3,673
Cornell Square	2,464	77	2,541
Davis Square	1,127	61	1,188
Douglas Park	14,730	1,239	15,969
Dvorak Park	3,908	116	4,024
Eckhart Park	3,586	176	3,762
Englewood High	2,501	....	2,501
Forestville School	1,854	94	1,948

Fuller Park	3,379	168	3,547
Hamilton Park	5,713	253	5,966
Hamlin Park	4,099	64	4,163
Hardin	2,982	118	3,100
Harrison High	4,817	....	4,817
Hebrew Institute	5,955	528	6,483
Holstein Park	4,041	132	4,173
Humboldt	11,087	1,221	12,308
Independence Park	3,673	146	3,819
Kelly	11,819	242	12,061
Kosciusko	2,842	51	2,893
Lake View High	4,315	....	4,315
Lewis Institute	11,334	630	11,964
Lincoln Center	6,437	269	6,706
Logan Square	7,312	275	7,587
Mark White Square	3,479	98	3,577
Morse School	3,183	202	3,385
Ogden Park	7,815	196	8,011
Palmer Park	3,289	107	3,396
Pulaski Park	2,287	36	2,323
Scanlan School	3,404	53	3,457
Senn High	2,878	....	2,878
Seward Park	4,866	282	5,148
Sheridan	11,109	260	11,369
Sherman Park	4,393	91	4,484
Stanford Park	4,737	124	4,861
Stanton Park	2,654	183	2,837
Sumner School	3,804	255	4,059
Walker	2,545	70	2,615
West 26th Street	8,240	174	8,414
Woodlawn	14,614	727	15,341
Total	234,257	9,833	244,090

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	2,774	186	2,960	Avondale	1,108	137	1,245
Argyle	....	46	46	Birchwood	1,007	..	1,007
Armitage	322	292	614	Butler House	2,443	..	2,443
Ashburn	90	...	90	Cheltenham	1,164	32	1,196
Assoc. House	442	666	1,108	Chicago Ave.	1,206	295	1,501

Chicago Lawn	2,047	..	2,047
Cicero Ave	723	..	723
Crawford	4,137	892	5,029
Dauphin Park	772	161	933
Diversey Ave	484	280	764
Dunning	1,256	..	1,256
E. Fifty-eighth St.	1,383	675	2,058
East Rogers Park	1,407	198	1,605
E. Sixty-third St.	639	191	830
Edgewater	....	25	25
Edison Park	865	..	865
Fernwood	730	..	730
Gano	1,252	..	1,252
Garfield	1,186	286	1,472
Grand Ave	444	535	979
Grand Crossing	711	117	828
Greenview	567	102	669
Gresham	3,551	21	3,572
Hegewisch	804	..	804
Hermosa	1,459	..	1,459
Irving Park	578	75	653
Jefferson Park	1,210	..	1,210
Jewish Educ. All	2,700	106	2,806
Larrabee St	1,355	851	2,206
Lawndale	866	...	866
Longwood	824	..	824
Madison Street	903	899	1,802
Mayfair	788	..	788
Milwaukee Ave.	315	380	695
Montrose	1,077	..	1,077
Normal Ave	496	174	670
North Clark St.	990	390	1,380
Norwood Park	339	..	339
Park Manor	1,070	180	1,250
Ravenswood	1,329	194	1,523
Rogers Park	3,165	54	3,219
South Shore	704	77	781
S. Western Ave.	541	353	894
Southport Avenue	319	161	480
Thirty-first St.	811	713	1,524
Wakeford	690	145	835
Washing'n Heights	563	..	563
West Brighton	279	..	279
West Englewood	1,061	..	1,061
West Harrison St.	848	534	1,382
West Pullman	2,078	..	2,078
West Ravenswood	1,748	168	1,916
W. Sixteenth St.	1,861	365	2,226
West Twelfth St.	2,172	1,920	4,092
Total	66,653	12 876	79,529

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	234,257	9,833	244,090
Traveling Libraries	66,653	12,876	79,529
Business House Deposits	20,872	1,446	22,318
Miscellaneous References	1,389	.....	1,389
Total	323,171	24,155	347,326

Of the 37,673 books supplied through the Stations Department, 9,833 were sent to 39 branches and 27,840 to 67 stations. The books supplied for the same month of the preceding year numbered 48,221 volumes.

The circulation department was open on 23 week days. The daily average week day circulation was 18,236.

REFERENCE ROOM.

Number of books issued from stacks..... 24,880
Number of recorded visitors..... 9,167

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,463. Visitors, 761.

HUGHES ROOM.

Volumes circulated, 2,029; pictures circulated, 2,329; visits from school classes, ...; recorded visitors, 2,038. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 3,815. Newspapers, 404. Visitors, 1,220.

CIVICS ROOM.

Magazines issued, 1,788; directories consulted, 2,355; bound documents used, 1,267; books, 442; pamphlets, 5,010; visitors, 4,561.

STUDY ROOM

Volumes consulted, 1,121. Visitors, 2,855.

READING ROOM.

Periodicals issued at the counter at Central Library, 7,963. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 70,947.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,397; issued in September of the previous year, 5,859.

Number of juvenile cards issued, 1,161; research cards, 3; vacation cards, 15; teachers' cards, 102. The number of three-year cards outstanding is 213,866.

BINDERY DEPARTMENT.

Number of books at binderies August 31, 1917	7,983
Number of books sent to binderies in September, 1917	3,898
Total number of books at binderies in September, 1917	11,881
Number of books received from binderies in September, 1917	4,339
Number of books at binderies September 30, 1917	7,542
Number of books repaired in Library in September, 1917	4,440

GROWTH OF THE LIBRARY.

The total number of volumes in the Library October 1, 1917, was 831,203. Received since June 1, 1917, 36,302; since September 1, 1917, 5,150. Books worn out and discarded since June 1, 1917, 10,595; since September 1, 1917, 3,595. Books lost and paid for since June 1, 1917, 754; since September 1, 1917, 74. Books found and money refunded since June 1, 1917, 78; since September 1, 1917, 27.

C. B. RODEN,
Asst. Librarian.

CHICAGO, October 8, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, OCTOBER 22, 1917.

OFFICIAL RECORD.

Director Healy called the meeting to order.

The Secretary presented the following communication which was received and ordered filed:

"City of Chicago,
"Office of the City Clerk.
"October 22, 1917.

"*Mr. H. G. Wilson,*
"*Secretary Public Library.*

"*Dear Sir:*—I have the honor to advise you that on October 1st the Mayor submitted to the City Council the names of the following as members of the Board of Directors of the Chicago Public Library:

Richard Graham Shutter to succeed Philip M. Ksycki.
Charles Edward Schick to succeed Charles C. Breyer.
James J. Healy to succeed himself.
Samuel Gessler to succeed Dr. Frank J. Pokorney.
Carl O. Beroth to succeed T. Frank O'Connell.
Frank F. Tollkuehn to succeed Antonio Lagorio.
Lawrence Cuneo to succeed Oscar G. Mayer.
Edgar A. Jonas to succeed Max Henius.

"On October 15, 1917, the above appointments were concurred in by the City Council.

"I beg to advise you further that all of the foregoing, with the exception of said Lawrence Cuneo, have taken and subscribed to the oath of office as prescribed by law, and said oaths have been filed in my office.

"Yours truly,
"James T. Igoe,
"*City Clerk.*"

There were present Directors Healy, Barr, Shutter, Schick, Jonas, Beroth, Gessler and Tollkuehn.

Absent—Director Cuneo.

The Chairman, Director Healy, announced that the first order of business would be the reorganization of the Board by the election of a President and Vice-President, and called for nominations for President.

Director Barr nominated Director Healy for President of the Library Board.

Director Healy thanked the members of the Board for its expression of honor and respect and declined the nomination.

Director Healy thereupon nominated Director Barr for President.

The nomination was seconded by Director Tollkuehn.

There being no further nominations, it was moved and seconded that Director Alfred E. Barr be elected President of the Board.

Carried unanimously.

Nominations for Vice-President being in order, Director Barr nominated Director Healy.

There being no further nominations, it was moved and seconded that Director James J. Healy be elected Vice-President of the Board.

Director Barr putting the question.

Carried unanimously.

The President, Director Barr, then took the chair and thanked the Board for the honor conferred, and stated that the Board was now organized for the transaction of business.

Director Healy moved that the Board do now adjourn until Thursday, October 25th inst., at five o'clock p. m.

Carried.

A. E. Wilson

Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

ADJOURNED REGULAR MEETING.

CHICAGO, THURSDAY, OCTOBER 25, 1917.

OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Jonas, Gessler and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held October 8, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The following communication from Mrs. Henriette C. Legler, which was received and ordered published:

"Ravinia, Illinois.

"*Mr. Harry G. Wilson,*

"*Secretary Library Board.*

"*Dear Mr. Wilson:*—I wish to make formal acknowledgment of the very beautiful engrossed resolution of the Board of Directors, presented to me by yourself and Dr. Henius last Saturday.

"The resolution was a most glowing tribute to the man, to his work and to his ideals, and it touched me to the heart.

"Will you not convey for me and for my three sons, to the retiring members of the Board, as well as to those who remain, our very sincere appreciation of their loving tribute to Mr. Legler.

"Sincerely yours,

(Mrs. Henry E.) "Henriette C. Legler."

Oct. 21, 1917.

From the Illinois Woman's Press Association, enclosing resolutions adopted by that association expressing the appreciation of the services of the late Librarian, Mr. Henry E. Legler.

Received and ordered filed.

From Frances L. Walshe, Chairman of the Committee of the Woman's Division of the National Council of Defense, requesting permission to use space in the main library building during the week beginning November 5th prox. for registration of women in the first precinct of the first ward.

Director Shutter moved that permission be granted and that the arrangements be referred to the acting librarian.

Carried.

From the Chairman of the Committee of the Woman's Division of the National Council of Defense, requesting permission for use of a room in the Hiram Kelly Branch Building during the week beginning November 5th prox. for registration of women in the thirty-first ward.

Director Shutter moved that the request be granted and that the arrangements be referred to the acting librarian.

Carried.

From Mrs. Leah Morris requesting the Board to establish a station in her store, 1350 Sedgwick street.

Referred to the Committee on Library.

From A. B. Wight, principal of the Howland School, requesting the Board to open a branch in that school building.

Referred to the Committee on Library.

The President, Director Barr, presented the following list of committee assignments:

Library: Directors Jonas, Beroth and Shutter.

Administration: Directors Shutter, Tollkuehn and Healy.

Buildings and Grounds: Directors Schick, Healy and Gessler.

REPORTS.

The Secretary presented the report of the United States Audit Company on its audit of the books and accounts of the Public Library for the quarter ended August 31, 1917, which was received and ordered published.

The following is the report:

October 18, 1917.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In accordance with instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended August 31, 1917.

We compared the vouchers with the entries in the cash book and voucher record, and verified the rceipts from fines, books lost, deposits, etc., by a comparison with the branch library daily receipt books and stubs of the deposit receipt books.

We proved the footings of all books of original entry, and traced the postings therefrom to the General Ledger.

We verified the cash account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments in the presence of Secretary Wilson and Director Mayer.

We compared the receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, as indexed, which contain full details of the transactions for the period under review. Same are correct and in accordance with the books.

Yours very truly,
UNITED STATES AUDIT CO.
HENRY L. HERTZ,
President.

Supervised by:
WHITNEY B. FLERSHEM,
Certified Public Accountant.

Funding Balance Sheet, August 31, 1917.

Fund Assets.

Public Library Fund:			
Tax Levy—1915 Balance	$ 49,727.85		
Tax Levy—1916 Balance	245,749.65		
Cash in hands of City Treasurer	8,759.56		
	304,237,06		
Less: Sale of Tax Warrants 1917	50,000,00		
Total Public Library Fund Assets		$254,237.06	
Current and Trust Funds:			
Bonds	277,411.76		
Certificate of Deposit	588.24		
Cash	4,269.03		
Secretary's Petty Cash	447.70		
Total Current and Trust Funds Assets		282,716.73	
Total Fund Assets			$536,953.79

Fund Liabilities.

Public Library Fund	$254,237.06		
Petty Cash	500.00		
		$254,737.06	
Current and Trust Funds:			
Kelly Fund	200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Fund Income	707.73		
Kelly Branch	921.91		
Ryder Fund	10,000.00		
Ryder Fund Income	207.18		
Beecher Fund	2,000.00		
Beecher Fund Income	143.49		
Jackson Fund	1,000.00		
Jackson Fund Income	81.18		
Security Deposits	1,162.25		
Insurance Fund	60.00		
Rental Collections	832.99		
Special Deposits	100.00		
Total Current and Trust Funds Liabilities		282,216.73	
Total Fund Liabilities			$536,953.79

Public Library Fund — Cash Receipts and Disbursements
Three Months Ended August 31, 1917.

Receipts.

Taxes: 1916	$ 90,820.37		
Sale of Tax Warrants	20,000.00		
	110,820.37		
Less: Tax Warrants Redeemed	20,000.00		
		90,820 37	
Sale of Tax Warrants 1917		50,000.00	
Interest on Balance with City Treasurer		89.96	
Miscellaneous		1.00	
Quarterly Receipts		992.57	
			$141,903.90
Add: Balance on hand May 31, 1917			12,396.49
			$154,300.39

Disbursements.

Salaries: Main Library	63,487.65		
Branches	29,488.06		
Delivery Stations	2,907.91	95,883.62	
Delivery Stations—Miscellaneous		1,617.37	
Branches		3,093.12	
Books		21,768.33	
Binding		10,344.58	
Finding Lists		264.95	
Printing and Stationery		2,091.78	
Periodicals		1,142.86	
Miscellaneous Expense		1,485.45	
Fuel		1,732.83	
Heating and Generating Plant		413.36	
Electric Supplies and Repairs		54.58	
Elevator Supplies and Repairs		1.00	
Janitor's Expense		272.52	
Furniture and Fixtures		1,321.32	
Insurance		326.44	
Freight and Expressage		66.41	
Postage		704.16	
Refunds—Books Lost and Paid for		52.60	
Repairs, Alterations and Improvements		2,868.48	
Interest		35.07	
Total Disbursements			145,540 83
Balance on hand August 31, 1917			$ 8,759.56

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended August 31, 1917.

Receipts.

	Total	June, 1917	July, 1917	August, 1917
Kelly Branch	3,574.07	682.28	2,887.50	4.29
Ryder Fund Income	121.91	50.00	61.91	10.00
Beecher Fund Income	41.60	40.00	1.60	....
Kelly Fund Income	2.95	.....	2.95	.....
Jackson Fund Income	.94	.....	.94	.....
Rental Collections	461.55	154.92	152.00	154.63
Secretary's Petty Cash	1,401.85	482.96	492.07	426.82
Miscellaneous	334.89	112.76	115.19	106.94
Finding Lists	92.38	30.04	33 51	28.83
Books Lost and Paid for	565.30	198.23	167.44	199.63
Deposits	838.60	301.25	282.50	254.85
Fines	5,428.95	1,896.77	1,781.21	1,750.97
Total Receipts	$12,864.99	$3,949.21	$5,978.92	$2,936.96
Add: Cash Balance May 31, 1917	3,791.96	3,791.96	3,649.97	5,625.81
	$16,656.95	$7,741.17	$9,628.79	$8,562.77

Disbursements.

Treasurer	$ 992.57	$ 341.03	$ 316.14	$ 335.40
Pension Fund	5,428.95	1,896.77	1,781.21	1,750.97
Kelly Branch	3,052.34	903.82	960.05	1,188.47
Rental Collections	580.12	165.26	248.26	166.60
Books	276.04	47.87	94.17	134.00
Freight and Expressage	66.41	13.58	44.14	8.69
Periodicals	28.68	1.45	18.38	8.85
Postage	704.16	322.04	195.00	187.12
Delivery Stations—Miscellaneous.	3.86	.36	3.50	.....
Branches	31.91	1.55	25.61	4.75
Miscellaneous Expense	177.07	90.82	7.05	79.20
Refunds—Books Lost and Paid for	52.60	14.40	22.55	15.65
Deposits	866.35	292.25	270.50	303.60
Printing and Stationery	13.20	.....	13.20	.....
Heating and Generating Plant	9 86	.....	3.22	6.64
Ryder Fund Income	95.60	.....	.....	95.60
Beecher Fund Income	5.40	.....	.....	5.40
Janitor's Expense	2.80	.....	.....	2.80
Total Disbursements	$12,387.92	$4,091.20	$4,002.98	$4,293.74
Cash Balance August 31, 1917	$ 4,269.03	$3,649.97	$5 625.81	$4,269.03

Current and Trust Funds—Summary of Balances.

	June 30, 1917	July 31, 1917	August 31, 1917
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	704.78	707.73	707.73
Kelly Branch	178.64	2,106.09	921.91
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	230.87	292.78	207.18
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	147.29	148.89	143.49
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	80.24	81.18	81.18
Secretary's Petty Cash	7.93	73.18	52.30
Security Deposits	1,199.00	1,211.00	1,162.25
Special Deposits	100.00	100.00	100.00
Insurance Fund	60.00	60.00	60.00
Rental Collections	941.22	844.96	832.99
Total Current and Trust Funds	$281,649.97	$283,625.81	$282,269.03

Made up as follows:

Bonds—Book Value	$277,411.76	$277,411.76	$277,411.76
Certificate of Deposit	588.24	588.24	588.24
Cash	3,649.97	5,625.81	4,269.03
	$281,649.97	$283,625.81	$282,269.03

Reconciliation of Trust Funds, August 31, 1917.

Trust Funds:

Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000.00	
Hiram Kelly Increment	65,000.00	
Total Trust Funds		$278,000.00

Investments:

Municipal and Sundry Bonds as per Exhibit "F" (par value $278,000.00)	$277,411.76	
Deposit No. D9933	588.24	
		$278,000.00

Reconciliation of Cash Account
August 31, 1917.

First National Bank:			
Balance per Bank Statement			$ 3,912.95
Deduct: Outstanding Checks:			
No. 6173		6.00	
6317		2.00	
6344		5.00	
6350		3.00	
6352		2.00	
6354		1.50	
6355		1.00	
6357		1.00	
6366		40.58	62.05
Balance per books			$3,850.90
Union Trust Company:			
Balance per Bank Statement		1,754.66	
Deduct: Outstanding Checks:			
No. 2263	41.12		
2268 to 2277, inc	293.13	334.25	
Balance per books			$ 1,420.41
Illinois Trust and Savings Bank:			
Balance, Savings Account			641.52
Total Bank Balances August 31, 1917			$ 5,912.83
Add: Deposits Sept. 1 to Oct. 18, 1917, inclusive:			
First National Bank		3,005.79	
Union Trust Company		1,522.47	
Illinois Trust and Savings Bank		65.00	4,593.26
			$10,506.09
Deduct: Withdrawals Sept. 1 to Oct. 18, 1917, inclusive:			
First National Bank		4,273.40	
Union Trust Company		960.48	
Illinois Trust and Savings Bank		111.84	5,345.72
Balance in Banks as per books October 18, 1917			$ 5,160.37
Add: Cash as per count		878.67	
Disbursements Sept. 1 to Oct. 18, 1917, inclusive		4,143.46	5,022.13
			$10,182.50
Deduct: Receipts Sept. 1 to Oct. 18, 1917, inclusive			5,913.47
Balance per books August 31, 1917			$4,269.03

NEW BUSINESS.

The President stated that a committee had been appointed to revise the by-laws and rules of the Board, but that a report had not been made. He stated further that in his opinion a revision of the by-laws and the rules was essential.

Director Shutter moved that the President appoint a committee of three to revise the by-laws and rules of the Board.

Carried.

The President thereupon appointed Directors Tollkuehn, Jonas and Beroth as a Special Committee for this purpose.

The President presented the following recommendation:

To the Board of Directors,
Chicago Public Library.

Gentlemen: — A communication has been received from the War Service Committee of the American Library Association at Washington requesting us to release the head of one of our principal departments, namely, Mr. John F. Phelan, Chief of the Branch Division, for service in installing and organizing libraries in one or more of the national cantonments. These libraries are to be built, equipped and conducted with funds secured in the recent public campaign for a million dollars which has been successfully carried on throughout the country. There will be at least forty such libraries in the various national camps and naval stations, and two very important ones will be built at Great Lakes and Rockford, respectively. It is for the establishment of one or both of these that the services of Mr. Phelan are being requisitioned.

While it will not be an easy matter to spare the head of the Branch Division, especially at this time when plans for a very important branch are about to be made, I do not feel that we are justified in refusing unconditionally a request which is in the nature of an appeal for a contribution to the nation in time of war. I am advised by the Acting Librarian that arrangements might be made whereby Mr. Phelan's time could be divided between this work and his regular duties, and that on this basis it would be feasible to accept the sacrifice which is demanded of us. This library has undertaken war work of several kinds and has made valuable contributions in its own field to the comfort and equipment of soldiers and sailors in the various camps. We have made a name for ourselves both locally and nationally by the efficient and comprehensive work we have done in the past six months. We are, therefore, almost forced by the logic of circumstances, as well as by the power of our own inclinations, to accede to this request so far as it is practicable.

I, therefore, recommend to your honorable Board that the Acting Librarian be authorized to release Mr. Phelan for the service described for such period of time and at such intervals as become necesary and as may be arranged in the best interests of both the Library and the War Service Committee.

Respectfully submitted,
ALFRED E. BARR,
President.

CHICAGO, Oct. 25, 1917.

Director Healy moved that the Board concur in the recommendation of the President.

Carried.

The President brought up the pending matter in regard to the lease for a building on St. Louis avenue, near Twelfth Street, to be used for branch library purposes.

Director Jonas moved that the President and Secretary be given authority to

execute the lease after approval by the Committee on Buildings and Grounds.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Director Jonas moved that the President and Secretary be given authority to make arrangements with Isenstein & Eisenstein for a month to month tenancy of the store, Nos. 3527 and 3529 West Twelfth Street, the present location of Douglas Park Branch, at a rental of $200.00 per month, with the provision that either party thereto may terminate the agreement on fifteen days' notice.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Director Beroth entered the room and took his seat.

The President presented the following report of the Buildings and Grounds Committee of the former Board, which was referred to the Committee on Buildings and Grounds.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — Your Committee on Buildings and Grounds, to whom was referred the purchase of a site for the Humboldt Branch, reports that since the last meeting of the Board a site heretofore unavailable has been offered for sale.

Your Committee is of the unanimous opinion that the site offered is the most desirable and best situated for the branch library, and in fact is the original site selected for the purpose some three months ago.

Your Committee, therefore, recommends that the Board take steps to purchase the site, 75 feet x 125 feet, on Washtenaw avenue, west front, about 125 feet south of North avenue.

Respectfully submitted,

JAMES J. HEALY,
CHAS. C. BREYER,
ALFRED E. BARR,
OSCAR G. MAYER,

Committee on Buildings and Grounds.

CHICAGO, Oct. 9, 1917.

The President stated that the following proposals had been received for furniture and fixtures for the Rogers Park Branch:

Library Bureau	$2,945.15
Newton & Hoit Co.	2,899.00
J. J. Keenan & Co.	2,316.50

Director Healy moved that a contract be awarded to J. J. Keenan & Co. for the furniture and fixtures for the Rogers Park Branch for the sum of $2,316.50, this being the lowest bid received.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

The President presented the bids for supplying periodicals for the year 1918 as follows:

The National Subscription Agency of America	$8,104.13
J. M. Hanson - Bennett Magazine Agency	7,850.00

Director Shutter moved that the contract be awarded to J. M. Hanson-Bennett Magazine Subscription Agency on their bid of $7,850.00.

Carried.

Yeas—Directors Healy, Shutter, Schick,

Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

The President stated that the question of payment of salaries to the employés of the Board who are now in the military and naval service of the United States was still pending.

Director Jonas moved that the Committee on Administration be requested to report on the matter at the next meeting of the Board.

Carried.

Director Beroth moved that a service flag showing the number of employés who are now in the service of the government be procured and displayed in the Library building.

Carried.

The President stated that a site had been secured for a regional branch at the corner of Crawford avenue and Monroe street, and requested that the matter of preliminary plans and mode of procedure for the erection of a building be considered.

Director Beroth moved that the matter be referred to the Committee on Buildings and Grounds for consideration and report.

Carried.

Director Tollkuehn moved that a requisition be made on the Civil Service Commission for a librarian to fill the place of Henry E. Legler, deceased.

Carried.

The President stated that a communication had been received by the former Board from J. C. Huggett, Chairman of the British and Canadian recruiting commission of the Thirty-first ward, requesting the use of a room in the Hiram Kelly Branch building for committee meetings once a week, and suggested that the matter be considered at this time.

Director Shutter moved that the request be granted, and that the arrangements be referred to the Librarian.

Carried.

The President stated that, acting in accordance with the proclamations of the President of the United States, the Governor of Illinois and the Mayor of Chicago requesting that Wednesday, October 24, 1917, be observed as Liberty Loan Day, he had closed the library and its branches at one o'clock p. m. on that day.

Director Beroth moved that the Board approve of the action of the President.

Carried.

On motion of Director Healy, the Board adjourned.

H. L. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 12, 1917.

OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Gessler and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held October 22, 1917, and of the adjourned regular meeting held October 25, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Ruth A. Reeves, corresponding secretary, enclosing resolution adopted by the Englewood Woman's Club appreciative of the life and services of the late Librarian, Henry E. Legler.

Received and ordered filed.

From Sisters of St. Mary, requesting the Board to establish a delivery station at the Mission House, No. 850 Washington boulevard.

Referred to the Committee on Library.

From E. C. Johnson, requesting the Board to establish a deposit station in his store, No. 3900 Ellis avenue.

Referred to the Committee on Library.

From Axel F. Pearson, requesting the Board to establish a deposit station in his store, No. 2147 Augusta street.

Referred to the Committee on Library.

From the Austin West End Woman's Club, requesting the Board to establish a deposit station in the store No. 5504 W. Chicago avenue.

Referred to the Committee on Library.

From Daniel Herlihy, requesting the Board to establish a branch library in the vicinity of Milwaukee avenue and Diversey street.

Referred to the Committee on Library.

The following communication from the Board of Trustees of the Public Library Employés Pension Fund, which was received and ordered published:

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—I have the honor to report that the Board of Trustees of the Public Library Employés Pension Fund have elected Mr. Samuel Gessler as a trustee for the year ending Nov. 1, 1918.

Respectfully,

H. G. WILSON, *Sec'y.*

CHICAGO, Nov. 12, 1917.

The following communication from the Secretary of the Public Library Employés Pension Fund, which was received and ordered published:

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—I beg to submit herewith report on the condition of the Public Library Employés Pension Fund for the year ended September 30, 1917.

Respectfully,

H. G. WILSON, *Sec'y.*

CHICAGO, Nov. 12, 1917.

To the President and Trustees, Public Library Employes Pension Fund, Chicago.

Gentlemen:—As required by Section VII of the by-laws of the Board, I submit herewith for your consideration the report on the condition of the fund on September 30, 1917, being the twelfth annual report.

Contributors.

The number of employés now contributing to the pension fund is 270. Twenty-nine employés resigning from the library service have received a refund of one-half their payments into the fund and three employés have retired on pensions.

Pensioners.

The list of pensioners with monthly pensions is as follows:

C. A. Lange	$37.50
Otto Goldberger	50.00
Charles R. Barnes	49.00
Henrietta Lovi	50.00
Samuel Rogalski	41.50
Jessie Booth Perry	48.50
Elie Hudon	37.50
Martin Schnee	25.00
James C. Barbee	50.00
Emil Schoenbacher	47.50
John Toman	46.00
Margaret Crain	44.50
John Clarke	34 00
Charles I. Moulton	50.00

The Fund.

The resources of the fund show an increase of $15,537.70. Owing to unexpected shrinkage in the revenues of the Library for the year 1917, the Board of Directors felt constrained to apply the moneys collected as fines for the retention of books to library purposes instead of contributing it to the pension fund, as was the custom up to January 1, 1917.

The enactment of a bill by the legislature providing for a fixed minimum rate for library purposes and assuring the Board of a very substantial increase in its revenues enabled the Board to support the pension fund during the year 1917 by paying over to the fund all moneys collected as fines on and after June 1, 1917. The resources of the fund are as follows:

Cash in the City Treasurer's hands	$ 13,041.78
Bonds (par value $160,500)	156,551.24
	$169,593.02

As required by Art. VII, I submit herewith detailed statements of receipts and disbursements, together with list of securities held by the City Treasurer, ex-officio custodian of the pension fund.

Respectfully submitted,

H. G. WILSON, *Sec'y.*

CHICAGO, Nov. 12, 1917.

Financial Statement for Year Ended Septemer 30, 1917.

RECEIPTS.

Balance cash in treasurer's hands September 30, 1916	$ 6,966.66
Cash collected as fines for retention of books and turned into pension fund by Library Board (7 months)	12 491.22
Deductions from salaries of contributors	2,608.73
Payments by contributors on leave of absence	3.52
Liquidation of securities (Village of Maywood improvement bond)	500.00
Liquidation of securities (Village of Maywood municipal bond)	500.00
Income from investments (coupons)	7,560.00
Interest on cash balances, city treasurer	161.79
Total receipts	$30,791.92

DISBURSEMENTS.

Pension rolls	$6,614.41	
Refunds to contributors withdrawing from library service	181.04	
Printing annual statements	9.75	
Death benefit (Otto Refke)	150.00	
Premium on treasurer's bond	187.50	
Investments:		
5 Des Moines Electric Co. 5% bonds	4,950.00	
Accrued interest on above	18.75	
5 Central Illinois Public Service Co. 5% bonds	4,500.00	
Accrued interest on above	93.75	
2 Waukegan City 5% bonds (500)	1,018.00	
Accrued interest on above	26.94	
Total disbursements		$17,750.14
Balance cash in treasurer's hands September 30, 1917		$13,041.78

Resources of Fund September 30, 1917.

Cash balance in city treasurer's hands	$ 13,041.78
Bonds as per list attached (par value $160,500)	156,551.24
Total	$169,593.02

Investments.

		Par Value.	
8	Chicago City Ry. Co. 5% bonds	($8,000.00)	$ 7,840.00
7	North Shore Electric Co. 5% bonds	(7,000.00)	6,940.00
4	Commonwealth Edison Co. 5% bonds	(4,000.00)	4,100.00
6	Colorado & Southern Ry. Co. 4½% bonds	(6,000.00)	5,880.00
5	Met. W. Side Elevated Ry. Co. 4% bonds	(5,000.00)	4,143.75
5	Cicero Gas Co. 5% bonds	(5,000.00)	4,735.00
10	Public Service Co. Northern Illinois 5% bonds	(10,000.00)	9,750.00
5	Chicago Telephone Co. 5% bonds	(5,000.00)	5,050.00

10	Proviso Township Bridge 5% bonds	(5,000.00)	5.157.87
5	Mutual Fuel Co. 5% bonds	(5,000.00)	5.025.00
3	Old Portage Park District 5% bonds	(3.000.00)	3,120.00
3	City of Chicago 4% bonds	(3.000.00)	2,940.00
3	Cook County Hospital 4% bonds	(3,000.00)	2,880.00
1	Lincoln Park 4% bond	(1,000.00)	950.00
8	Fernwood Park District 4½% bonds	(4,000.00)	3.864.66
3	School District No. 98 (Cook Co. 5% bonds)	(3,000.00)	3 079.20
3	East St. Louis Pk. District 4½% bonds	(3.000 00)	2 943.30
7	Marion (Ill.) Township High School 4% bonds	(7,000.00)	6.742.00
3	Western United Gas & Electric Co. 5% bonds	(3,000.00)	2 951.25
6	Western United Gas & Electric Co. 5% bonds	(3,000.00)	2·951.25
6	Northwestern Elevated Ry. Co. 5% bonds	(6,000.00)	5.580.00
8	Joliet (Ill.) Refunding 4½% bonds	(4,000.00)	3 804 96
3	River Grove (Ill.) Improvement 5% bonds	(1,500.00)	1,477.50
2	Village of Kansas (Ill.) Water 5% bonds	(1,000.00)	1.018.10
4	City of West Frankfort (Ill.) Water 5% bonds	(2,000.00)	2.045.40
4	New Trier Township (Cook Co.) 4½% bonds	(4,000.00)	4.000.00
8	School District No. 99 (Cook Co.) 4½% bonds	(8,000.00)	7.864.00
2	West Pullman (Chicago) Pk. District 5% bonds	(2,000.00)	2.000.40
5	Cincinnati Gas & Electric Co. 5% bonds	(5,000.00)	5 000.00
5	Kansas City Ry. Co. 5% bonds	(5,000.00)	4.800.00
11	South Side Elev. Ry. Co. 4½% bonds	(11,000.00)	9,955.00
9	Ridge Park District (Chicago) Improvement 5% bonds	(4,500.00)	4.753.67
5	Ridge Park District(Chicago) Longwood Drive 5% bonds	(2,500.00)	2.640.93
5	Des Moines Electric Co. 5% gold bonds	(5,000.00)	4.950.00
5	Central Illinois Public Service Co. 5% gold bonds	(5,000.00)	4,500.00
2	Waukegan City 5% bonds	(1,000.00)	1,018.00
		($160,500.00)	$156 551.24

I, H. G. Wilson, Secretary of the Board of Trustees of the Public Library Employés Pension Fund, do hereby certify that the foregoing statements are true to the best of my knowledge and belief.

H. G. WILSON,
Secretary.

Signed and sworn to before me on this Twelfth day of November, A.D. 1917.

JAMES BUGGIE,
Notary Public

COMMITTEE ON LIBRARY.

In the absence of a majority of the Committee on Library, matters in the hands of the Committee were taken up and considered in open Board.

Director Shutter presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1471 vols., 8 pamphlets,	$1336.00
Branch Collection:	5761 vols.,	3589.00
New Branch Collection:	910 vols.,	1061.00
High School Collection:	51 vols.,	63.00
Deposit Collection:	2563 vols.,	2356.00
Reserve Collection:	378 vols.,	359 00
Rental Collection:	455 vols.,	432.00
Kelly Fund:	66 vols.,	67.00
	11,655 vols.,	$9263.00

Respectfully submitted,

EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Oct. 22, 1917.

Director Jonas entered the room and took his seat.

Director Shutter presented the following report of the Committee on Library and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1358 vols., 46 pamphlets,	$1434.00
Branch Collection:	2011 vols.,	1768.00
High School Collection:	872 vols.,	834.00
Deposit Collection:	897 vols.,	741.00
Kelly Fund:	86 vols.,	69.00
Beecher Fund:	21 vols.,	62.00
Ryder Fund:	1 vol.,	9.00
	5246 vols.,	$4917 00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $59.78, be paid from the incidental fund.

Respectfully submitted,

EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Nov. 12, 1917.

Director Shutter presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

A. C. McClurg & Co., books	$9452.68
Marsball Field & Co., books	154.10
C. V. Ritter, books	114.33
A. L. A. Publishing Board, books	97 35
Superintendent of Documents, books and pampblets	50.00
R. L. Polk & Co., books	30.00
Albert Bonnier Publishing House, books.	24.44
James B. Lamb, Publishers, books	20.00
A. Kroch & Co., books and periodicals	16.65
The American City, books and periodicals	10.30
American Mfgs. Export Assn., books	10.00
Rand, McNally & Co., mounting map	6.25
The Parish Choir, books	5.41
H. W. Wilson Co., books	3.55
B. F. Stevens & Brown, books and subscriptions, £51/10/5 (est.)	250.87
J. Terquem, books, Francs 44.10 (est.)	8.82
J. M. Hanson-Bennett Magazine Agency, subscriptions, periodicals	7542.25
International Magazine Co., periodicals	6.75
Geo. E. Koehler & Son, binding	1210.68
Brabandt & Valters Book Binding Co., binding	997.07
Northwestern Bindery, binding	444.80
Joseph Flucke & Son, binding	349.33
John Seybold, gold marking	146.13
Burgmeier Book Bindery, binding	54.45
Kirk's Ink Co., paste	20.25
Slade, Hipp & Meloy, gummed muslin	10.00
Tucker-Kenworthy Co., printing bulletins	114.35
Dwight Bros. Paper Co., paper	98.90
James White Paper Co , paper	36.96
Max Stern's Sons. printing	122.00
James Watson & Co., printing	92.20
Gleeson Bros., scrap books	45.00
Bradner Smith & Co., paper	109.39
Swigart Paper Co., paper	76.00
Parker, Thomas & Tucker, blotting paper	33.00
Albert Hancock & Co., paper	28.00
M. B. Cook Co., typewriting ribbons	47.50
Universal Stamp and Stencil Works, dates, pencil-tops, ink pads. etc	23.03
Geo. E. Cole & Co., stationery	22.54
Rolle Rubber Co., rubber bands	14.00
Tablet and Ticket Co., letters	5.10

Dennison Mfg. Co., gummed labels	4.18
Library Bureau, furniture, book pockets, etc.	1020.73
H. G. Wilson, Sec'y, cash expenditures, Oct., 1917	339.57
	$23,268.91

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

List of Bills to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$ 80.28
J. M. Hanson-Bennett Magazine Agency, periodicals	252.40
Geo. E. Koehler & Son, binding	72.80
Northwestern Bindery, binding	17.14
Joseph Flucke & Son, binding	.47
	$423.09

Rental Collection.

A. C. McClurg & Co., books	$428.68

Ryder Fund.

J. M. Hanson-Bennett Magazine Agency, periodicals	$55.00
G. Broes VanDort Co., books	8.50
	$63.50

Beecher Fund.

Clayton F. Summy, music books	$62.47
Lyon & Healy, music books	20.55
	$83.02

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Fred Danziger, October 10; Edmund F. Foley, October 22; Samuel Gertz, October 5; Jacob Klapman, October 14.

Junior library assistant — Irma A. Sachen, September 25.

It is further recommended that leaves of absence be granted as follows:

Ruth K. McLaughlin, senior assistant, six months from October 22.

Goldye Salganick, junior assistant, four weeks from October 13.

Timothy Sullivan, page, two months from October 11.

Mildred Cohen, junior assistant, extension of leave for one month from October 9.

Respectfully submitted,
R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Oct. 22, 1917.

He, also, presented the following report and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Page—George L. Holmes, October 28.

Junior library assistant—Margit Arentz, October 25.

It is further recommended that leaves of absence be granted as follows:

Marguerite Hollingsworth, book repairer, one month from October 30, 1917.

Helen Kasmar, junior library assistant, from October 22, 1917, to January 1, 1918.

Mary Mangan, janitress, three months from September 19, 1917.

Richmond W. Jones, elevator operator,

extension of leave for four months from November 2, 1917.

Goldye Salganick, junior library assistant, extension of leave for one month from November 10, 1917.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Nov. 12, 1917.

He, also, presented the following list of vacancies and appointments for October, 1917, which was received and ordered published.

The following is the list:

Morris Abraham, page, separated October 3.

Margit Arentz, junior library assistant, resigned October 25.

Otto Arkin, page, appointed temp. October 19, $420 per year.

Juanito Ayamo, page, appointed temp. October 4, $420 per year.

David Bain, page, separated October 25.

Bertram Bell, page, appointed temp. October 18, $420 per year.

Joseph Berman, page, appointed temp. October 30, $420 per year.

Edwin Bielawski, page, separated October 8.

Cyril Blair, page, appointed temp. October 31, $420 per year; separated October 31.

Mollie Bonar, junior library assistant, appointed temp October 17, $480 per year.

Harold Bowler, page, appointed temp. October 16, $420 per year

Grace Burns, junior library assistant, appointed temp. October 1, $480 per year.

Joseph Byrne, page, appointed temp. October 17, $420 per year.

Philip Carney, page, resigned October 1.

George Cooper, page, appointed temp. October 15, $420 per year.

Fred Danziger, page, resigned October 8.

Marjorie Dillon, junior library assistant, appointed temp. October 1, $480 per year.

Richard Dorsey, page, appointed temp. October 8, $420 per year; separated October 21.

Stephen Doyle, page, resigned October 1.

Edmund Foley, page, resigned October 22.

Sylvia Friedberg, junior library assistant, appointed temp. October 16, $480 per year.

Emil Funck, page, appointed temp. October 26, $420 per year; separated October 26.

Walter Gacek, marble eleaner, appointed temp. October 1, $960 per year.

Samuel Gertz, page, resigned October 5.

Joseph Gracomino, page, appointed temp. October 8, $420 per year.

Alfred Granhold, page, separated October 1.

Olive Griffith, junior library assistant, appointed senior library assistant October 11, $780 per year. (Promotional.)

James Hancur, page, appointed temp. October 8, $420 per year.

Irving Hirsch, page, appointed temp. October 8, $420 per year.

Abe Hoffman, page, appointed temp. October 9, $420 per year.

Max Hoffman, page, appointed temp. October 26, $420 per year.

Maurice Hollender, page, appointed temp. October 23, $420 per year.

George Holmes, page, resigned October 28.

Thomas Hood, page, appointed temp. October 23, $420 per year.

Ethel Jewell, page, appointed temp. October 22, $420 per year.

Felix Kaleth, page, appointed temp. October 8, $420 per year; separated October 8.

William Katzin, page, separated October 17.

Anna Killen, junior library assistant, appointed temp. October 29, $480 per year.

Jacob Klapman, page, resigned October 14.

Patrick Levins, page, separated October 1.

Jacob Levitsky, page, separated October 14.

William McCallen, page, appointed temp. October 26, $420 per year.

Dan McCurdy, page, appointed temp. October 6, $420 per year; separated October 26.

Virgil Malcher, page, appointed temp. October 3, $420 per year.

Herbert Monberg, page, appointed temp. October 18, $420 per year; separated October 25.

Edward Moran, page, separated October 7; appointed temp. October 22, $420 per year.

Martha Mott, junior library assistant, appointed senior libary assistant October 3, $780 per year. (Promotional.)

Catherine Murphy, janitress, appointed temp. October 29, $780 per year.

Abraham Neider, page, resigned October 3.

Alice O'Gorman, junior library assistant, appointed temp. October 22, $480 per year.

Philip Oliver, page, appointed temp. October 15, $420 per year.

Alfred Perrelli, page, appointed temp. October 23. $420 per year.

Leon Peyton, page, appointed temp. October 8, $420 per year; separated October 28.

Genevieve Richart, junior library assistant, appointed temp. October 22, $480 per year.

Lee Schell, page, separated October 28.

Arthur Schorr, page, appointed temp. October 11, $420 per year; separated October 25.

Benjamin Schwartz, page, separated October 17.

Walter Schweitzer, page, separated October 12.

Leonard Smith, page, separated October 16.

John Sullivan, page, appointed temp. October 15, $420 per year.

Clifford Swanson, page, appointed temp. October 8, $420 per year; separated October 8.

Samuel Sweetow, page, separated October 8.

Howard Tavis, page, appointed temp. October 2, $420 per year.

William Thomas, page, appointed temp. October 23, $420 per year.

Elizabeth Tobin, junior library assistant, appointed temp. October 3, $480 per year.

Bessie Vytlacil, junior library assistant, separated October 1.

Genevieve Wallace, page, appointed October 1, $420 per year.

Maurice Warren, page, appointed temp. October 8, $420 per year.

Thomas Watts, page, appointed temp. October 8, $420 per year; separated October 28.

William Wolf, page, appointed temp. October 3, $420 yer year.

Katherine Wright, book repairer, appointed October 15, $480 per year.

Siegel Young, page, appointed temp. October 22, $420 per year.

Robert Zierk, page, appointed temp. October 8, $420 per year; separated October 9.

He, also, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration, to whom was referred the question of pay to the employés of the Library who are absent from their duties and in the military and naval service of the United States, reports that after a consideration of the question your Committee reports this matter back to the Board without recommendation.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Nov. 12, 1917.

Director Healy moved that the matter be placed on file for future consideration.

Carried.

Director Shutter also presented a bill from the United States Audit Company for auditing the books and accounts of the Public Library for the quarter ended

August 31, 1917, in the sum of $43.75, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen: — Your Committee on Buildings and Grounds begs leave to report on the following matters:

1. That the proposition of the Pottinger-Flynn Coal Company to supply the Library building with No. 5 washed nut coal from November 1, 1917, to April 30, 1918, at a price of $4.70 per ton be accepted; the price subject to any advance or decline in the cost of coal at the mine or in the delivery of coal, the above proposal being the lowest received.

2. That an order be given to Peck & Hills Furniture Company for five dozen No. 111 oak chairs at a cost of $30.60 per dozen, twelve dozen kindergarten chairs at a cost of $9.50 per dozen, this being the lowest proposal received.

3. That an order be given to John J. Keenan & Company for two music-roll racks, one screen and one display rack for the sum of $155.25, this being the lowest bid received.

4. Your Committee reports that after careful consideration of the report of the previous Committee on Buildings and Grounds on a proposed site for the Humboldt Branch Library it recommends that action in the matter be postponed.

We further recommend that the President and Secretary be authorized to execute a lease of the premises No. 2553 W. North avenue, the present location of the Humboldt Branch Library, and the adjoining store, No. 2555 W. North avenue, for a period of five years at a monthly rental of $185.00 on condition that the owner will make all necessary alterations and improvements asked for by the Committee, and that a clause permitting the subletting of the premises by the Board be incorporated in the lease.

All of which is respectfully submitted,

C. E. SCHICK,
JAS. J. HEALY,
SAMUEL GESSLER,
Committee on Buildings and Grounds.

CHICAGO, Nov. 12, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Isenstein & Eisenstein, rent, Douglas Park Branch	$ 200.00
Wm. E. Dever, rent, Sheridan Branch	170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
A. Pink, rent, North Ave. Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., electric current	182.19
Peoples Gas Light & Coke Co., gas	8.38
Consumers Co., coal	70.40
J. C. Daly, sprinkling street, Sheridan Branch	6.50
Chicago Telephone Co., telephone service	87.49
Haegele Ice Co., ice	21.69
Cudahy Packing Co., soap powder	21.60
James S. Kirk Soap Co., soap	4.70
Toll Bros., laundering towels	60.82

Individual Towel & Cabinet Service Co., clean towel supply	13.00
Citizens Street Cleaning Bureau, removing cinders	55.52
Buchanan Bros., street sprinkling, main library,	15.00
Royal Typewriter Co., repairing typewriting machines	18.25
Hyde Park Awning and Sign Co., taking down awnings and storage	3.50
Remington Typewriter Co.,repairing typewriting machines	4.25
Addressograph Co., addresses	3.09
Eugene Dietzgen Co., blue prints	3.12
Enameled Steel Sign Co., enameled steel signs	108.75
Pottinger-Flynn Coal Co., coal	910.19
Gallaher & Speck, furnishing and installing cables on elevators	53.19
Samuel Harris & Co., machinists' supplies	28.71
John E. Roebling's Sons Co., rope	10.27
Hills-McCanna Co., repairs to oil pump	6.50
O. C. Keckley Co., scoops	4.90
Arthur Harris & Co., repairs to heating plant parts	4 25
D. J. Gallager Mfg. Co., wipers	8.10
Loewenthal-Farber-Katz Co., excelsior	3.75
Dearborn Chemical Co., oil	3.50
Charles H. Besly & Co., oil	3.00
Western Electric Co., electrical supplies	47.63
Inland Electric Co., electrical supplies	45.49
Thayer & Linn, rewinding armature complete	42.50
Remien & Kuhnert Co., shellac, benzine, etc	29.53
Fuller-Morrisson Co., janitor supplies	9.95
R. M. Eddy Foundry Co., automobile parts	45.50
Joseph T. Ryerson & Son, iron	33.15
W. H. Salisbury & Co., radiator hose and belting	4.32
Chicago Pulley and Shafting Co., shafts	3.56
Samuel Olson & Co., ash elevator and hopper.	2200.00
H. Rosenbaum Roofing Co., repairing domes and glass floors	473.62
J. Bobbe & Co., painting outside brick work, court of library building	450.00
A. Kilander & Co., repairing tempering coil inlet "A"	50.32
Brown Specialty Machinery Co., sidewalk lights	45.00
Garden City Sand Co., sand	4.75
Standard Oil Co., gasoline	224.70
W. P. Collins & Co., grease	10.00
Swinehart Tire & Rubber Co., tires	50.54
Chicago Republic Truck Co., automobile parts, etc	79.48
Chicago Auto Equipment Co., automobile accessories	38.02
Wright Cooler and Hood Mfg. Co., automobile parts	26.65
Tuthill Spring Co., springs	15.07
Bosch Magneto Co., repairs to magneto	14 69
Johnson Automobile Lock Co., auto lock.	10.00
James Motor Co., auto parts	4.00
Beckley-Ralston Co., automobile accessories	3.00
Wayman & Murphy Co., painting, etc., delivery cars	157.10
Maypole Garage, auto storage	12.48
Irving Park Livery and Garage, auto storage	12.00
H. G. Wilson, Sec'y, cash expenditures, Oct., 1917	153.11
Valvoline Oil Co., oil	19.85
	$7,065.62

He, also, presented the following list of bills for maintenance of the Hiram Kelly Branch and moved that the bills be paid from the Kelly Branch fund.

Carried.

Commonwealth Edison Co., electric current	$27.71
Chicago Telephone Co., service	3.75
	$31.46

REPORTS.

The Assistant Librarian presented the statistical report of the Library for the month of October, 1917, which was received and ordered published.

NEW BUSINESS.

On motion of Director Healy, the Board went into

EXECUTIVE SESSION,

Director Gessler acting as Secretary.

After consideration of matters coming before the Board sitting as a committee of the whole, the Board resumed open session.

Director Gessler presented the following resolutions adopted by the Board sitting as a committee of the whole:

Resolved, That the Assistant Librarian, Carl B. Roden, be and is hereby directed to perform the duties of Librarian and to exercise all the powers necessary and proper to carry out such duties concerning the details of administration applying to the routine of the Library in conformity with Article IX of the by-laws of the Chicago Public Library now in full force and effect, he to perform such duties until a Librarian has been duly chosen and certified under the Civil Service law.

Resolved, That the salary of Carl B.

Roden be fixed at $6,000.00 per year from and after this date, to continue while and during the period he shall perform the duties of Librarian, in accordance with the resolution of the Board relating to the same.

Director Healy moved that the action of the committee of the whole in executive session be made the action of the Board.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

The President, Director Barr, presented a communication from the Chicago Woman's Club asking the Board to permit them to use space in the Library building for a rest room where refreshments could be served and reading and writing facilities provided for the soldiers and sailors who are in the city.

The communication was referred to the Committee on Buildings and Grounds for consideration and report.

He, also, presented the following communication:

To the Board of Directors,
Chicago Public Library.

Gentlemen:—At the preceding meeting of the Board I had the honor of submitting to you a request for the release of one of our department heads for service in connection with libráries at the adjacent military and naval camps. I now have a similar request to submit at the instance of the Local Office of the U. S. Food Administration, which desires to appoint as a member of its Publicity Committee Miss Jessie M. Woodford, who has charge of our Public Document Division. The purpose of this request is to make the services of Miss Woodford available for instruction and guidance to the smaller libraries within the state in the use and distribution of the large and valuable body of printed matter that the national government is issuing for the education of the public along various lines. It was felt that because this Library is a depository, having a very large collection and doing much work with public documents, such services rendered by the head of that division would be valuable to the government in promulgating and distributing the information which it is deemed necessary for the public to have. It is not the intention to detach Miss Woodford continuously for any length of time, but to make her available for calls from outof-town libraries or for meetings organized for the purpose of receiving instruction in this work. I, therefore, recommend that your honorable Board authorize the Acting Librarian to make such disposition of Miss Woodford's time and activities as will best conform with the necessities of our own service and leave a reasonable margin of time free for the activities here indicated.

Respectfully submitted,
ALFRED E. BARR,
President.

CHICAGO, Nov. 12, 1917.

Director Tollkuehn moved that the Board concur in the recommendation.

Carried.

The President, Director Barr, called the attention of the Board to the effort being made to equip an ambulance to be known as the Henry E. Legler ambulance for service on the Italian front, and asked the Board's wishes in the matter of cooperation.

Director Jonas moved that the matter be referred to the President, and that he be authorized to take such action as he may deem fit.

Carried.

On motion of Director Healy, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR OCTOBER, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of October was 534,979; for the corresponding month of the previous year 416,121. The circulation was from the following sources:

Central Library	69,238
Branches	318,685
Stations	45,335
Traveling Libraries	75,996
Deposits and Miscellaneous	25,725
	534,979

The following is a summary of the books obtained at the Central Library:

Main Collection	29,454
Open Shelf	30,853
Hughes Room	2,680
Music Room	2,636
Information Desk (Teachers and special cards)	2,203
Miscellaneous	507
Books for the Blind	577
Documents	328
	69,238

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,820	302	3,122
Austin	11,223	365	11,588
Austin High	6,017	....	6,017
Bessemer Park	4,469	250	4,719
Blackstone	9,847	455	10,302
Burr School	6,623	138	6,761

Cornell Square	3,679	89	3,768
Davis Square	1,548	70	1,618
Douglas Park	20,412	774	21,186
Dvorak Park	5,424	143	5,567
Eckhart Park	6,124	330	6,454
Englewood High	4,967	....	4,967
Forestville School	2,997	94	3,091
Fuller Park	4,526	184	4,710
Hamilton Park	7,287	255	7,542
Hamlin Park	5,578	72	5,650
Hardin	3,755	185	3,940
Harrison High	6,214	....	6,214
Hebrew Institute	9,352	603	9,955
Holstein Park	5,275	123	5,398
Humboldt	15,383	572	15,955
Independence Park	4,505	197	4,702
Kelly	14,946	315	15,261
Kosciusko	3,919	64	3,983
Lake View High	6,403	....	6,403
Lewis Institute	14,600	829	15,429
Lincoln Center	8,029	346	8,375
Logan Square	9,492	350	9,842
Mark White Square	5,362	123	5,485
Marshall High	944	10	954
Morse School	4,637	271	4,908
Ogden Park	9,841	223	10,064
Palmer Park	4,412	152	4,564
Pulaski Park	4,060	65	4,125
Scanlan School	5,278	20	5,298
Senn High	5,573	....	5,573
Seward Park	6,784	300	7,084
Sheridan	13,028	291	13,319
Sherman Park	5,860	130	5,990
Stanford Park	6,930	146	7,076
Stanton Park	3,713	161	3,874
Sumner School	4,666	229	4,895
Walker	3,059	85	3,144
West 26th Street	12,313	189	12,502
Woodlawn	16,811	905	17,716
Total	318,685	10,405	329,090

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	3,658	206	3,864
Argyle	125	81	206
Armitage	868	248	1,116
Ashburn	48	...	48
Assoc. House	854	853	1,707
Avondale	1,846	132	1,978
Birchwood	1,304	..	1,304
Butler House	2,917	..	2,917
Cheltenham	1,487	22	1,509
Chicago Ave	1,461	300	1,761
Chicago Lawn	2,404	..	2,404
Cicero Ave	759	..	759
Crawford	....	1,070	1,070
Dauphin Park	846	147	993
Diversey Ave,	637	228	865
Dunning	1,607	..	1,607
E. Fifty-eighth St.	1,766	841	2,607
East Rogers Park	1,522	242	1,764
E. Sixty-third St.	807	182	989
Edison Park	998	..	998
Fernwood	1,125	..	1,125
Gano	1,124	..	1,124
Garfield	1,553	341	1,894
Grand Ave	589	689	1,278
Grand Crossing	950	104	1,054
Greenview	642	100	742
Gresham	3,631	23	3,654
Hegewisch	1,001	..	1,001
Hermosa	1,631	..	1,631
Irving Park	613	81	694
Jefferson Park	1,438	..	1,438
Jewish Educ. All	2,767	116	2,883
Larrabee St	1,437	998	2,435
Lawndale	1,878	...	1,878
Longwood	901	..	901
Madison Street	1,078	990	2,068
Mayfair	986	..	986
Milwaukee Ave.	367	408	775
Montrose	1,303	..	1,303
Normal Ave	....	167	167
North Clark St	925	381	1,306
Norwood Park	382	..	382
Park Manor	1,086	216	1,302
Paulist Settlement	80	..	80
Ravenswood	1,420	187	1,607
Rogers Park	3,071	85	3,156
South Shore	768	71	839
S. Western Ave.	680	493	1,173
Southport Avenue	452	163	615
Thirty-first St	873	832	1,705
Wakeford	1,189	147	1,336
Washington Heights	642	..	642
West Brighton	852	..	852
West Englewood	1,165	..	1,165
West Harrison St.	1,204	650	1,854
West Pullman	2,447	..	2,447
West Ravenswood	2,131	166	2,297
W. Sixteenth St.	2,653	460	3,113
West Twelfth St.	3,048	2,523	5,571
Total	75,996	14,943	90,939

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	318,685	10,405	329,090
Traveling Libraries	75,996	14,943	90,939
Business House Deposits	23,692	1,586	25,278
Miscellaneous References	2,033	.....	2,033
Total	420,406	26,934	447,340

Of the 45,335 books supplied through the Stations Department, 10,405 were sent to 40 branches and 34,930 to 64 stations. The books supplied for the same month of the preceding year numbered 58,710 volumes.

The circulation department was open on 27 week days. The daily average week day circulation was 19,814.

REFERENCE ROOM.

Number of books issued from stacks.....34,236
Number of recorded visitors.....13,833

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 4,640. Visitors, 1,097.

HUGHES ROOM.

Volumes circulated, 2,680; pictures circulated, 2,566; visits from school classes, 5; recorded visitors, 2,819. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,655. Newspapers, 508. Visitors, 1,430.

CIVICS ROOM.

Magazines issued, 2,323; directories consulted, 2,670; bound documents used, 1,659; books, 761; pamphlets, 10,680; visitors, 5,771.

STUDY ROOM

Volumes consulted, 1,891. Visitors, 3,812.

READING ROOM.

Periodicals issued at the counter at Central Library, 9,554. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 95,207.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 8,250; issued in October of the previous year, 9,461.

Number of juvenile cards issued, 2,558; research cards, 9; vacation cards, 0; teachers' cards, 138. The number of three-year cards outstanding is 213,230.

BINDERY DEPARTMENT.

Number of books at binderies October 1, 1917	7,542
Number of books sent to binderies in October, 1917	6,504
Total number of books at binderies in October, 1917	14,046
Number of books received from binderies in October, 1917	6,361
Number of books at binderies November 1, 1917	7,685
Number of books repaired in Library in October, 1917	4,214

GROWTH OF THE LIBRARY.

The total number of volumes in the Library November 1, 1917, was 843,400. Received since June 1, 1917, 51,957; since October 1, 1917, 15,655. Books worn out and discarded since June 1, 1917, 13,853; since October 1, 1917, 3,258. Books lost and paid for since June 1, 1917, 977; since October 1, 1917, 223. Books found and money refunded since June 1, 1917, 101; since October 1, 1917, 23.

C. B. RODEN,
Asst. Librarian.

CHICAGO, November 12, 1917.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, NOVEMBER 26, 1917.

OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Gessler and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 12, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From L. E. Gosselin, Deputy Comptroller, which was received and ordered published.

"City of Chicago,
"Department of Finance,
"November 21, 1917.

"*Mr. H. G. Wilson, Secretary,*
"*Chicago Public Library.*

"*Dear Sir:*—We are enclosing herewith analysis of County Collector's report of the taxes of 1915, collected in 1916, showing the transactions appertaining to the Public Library.

"Yours very truly,
"L. E. Gosselin,
"*Deputy Comptroller.*"

ANALYSIS OF COUNTY COLLECTOR'S REPORT OF TAXES 1915 COLLECTED IN 1916—PUBLIC LIBRARY.

Taxes of 1915:	
Based on valuation and rate	$619,864.26
Gain in extension of taxes	81.27
Total tax extended	$619,945.53
Losses:	
Forfeited to State	$ 2,447.36
Judgments refused	2,241.18
Errors	188.20
Pending	524.80
Personal property uncollected	20,489 94
Total losses	$ 25,891.48
Total amount collected	$594,054 05

Costs:

Town collector's commission 2%	$ 2,710.97
County collector's commission 1%	4,586.51
County clerk's fee for extension	1,360.19
Total costs	$ 8,657.67
Cash received town collector	$132,838.14
Cash received county collector	452,558.24
Total cash received account taxes 1915	$585,396.38

Taxes 1914 and prior:

Amount extended in warrant	$15,228.27
Amount collected not in warrant	1,850.00
Total amount to be collected	$17.078.27

Losses:

Forfeited to State	$ 12,982.06
Judgments refused	171.93
Errors	105.72
Pending	1,736.93
Total losses	$ 14,996.64
Total amount collected	$ 2,081.63
County collector's commission 1%	20.82
Total cash received account 1914 and prior	$ 2,060.81

Summary:

Cash received account taxes 1915	$585,396.38
Cash received account taxes 1914 and prior	2,060.81
Total cash received	$587,457.19

From Elaine Mullin, requesting the Board to appoint her keeper of deposit station located at No. 146 W. Sixty-ninth street.

Referred to the Committee on Library.

From M. C. Johnston, requesting the Board to appoint him keeper of deposit station located at No. 146 W. Sixty-ninth street.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Shutter presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library submits the following recommendations:

That the application of E. C. Johnson, 3900 Ellis avenue, be not granted, as the location is but four blocks from the Lincoln Center Branch.

That the application of Axel T. Pearson, 2147 Augusta street, be not granted, as the report of the work of delivery station previously located in that store was not such as to warrant the establishing of a deposit station.

That the application of the Austin West End Woman's Club for a deposit station in the north end of Austin be considered if a suitable location be found a few blocks east of the place selected by the club, which is but five blocks from the Austin Branch.

That the deposit station located at 4055 W. Twenty-sixth street, known as the Crawford Deposit, be closed and removed to another location in the same vicinity.

That the Normal Deposit Station located at 146 W. Sixty-ninth street be closed, as the place is in the hands of a dealer for sale.

That the Librarian be authorized to expend a sum not to exceed fifty dollars ($50) for photographs, placards and other material necessary to prepare an exhibit of the work of the high school libraries in Chicago to be installed at the Congress

Hotel in connection with the meeting of the National Council of Teachers of English, November 29th and 30th and December 1st.

Respectfully submitted,

EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Nov. 26, 1917.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends:

That the class of messengers be re-established in the Library service and that the Librarian be authorized to make requisition on the Civil Service Commission for three messengers from the list of eligibles recently published by the Commission.

That authority be granted for increasing the salaries of such of the temporary pages as have been continuously in the service of the Library for a period of six months or more at the same rate and under the same rules as apply to pages certified by the Civil Service Commission, namely, two and one-half dollars per month at the end of each six months' period.

The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Library typist—Marie R. Bartolomei, November 25.

Senior library assistant—Gladys L. Donahue, November 25.

Coal passer—Frank Meehan, November 13.

It is further recommended that leaves of absence be granted as follows:

Salvatore Lange, senior library assistant, three months from November 26.

Frederick Jacobsen, window washer, two months from November 19.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Nov. 26, 1917.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following recommendations of the Committee:

That the Secretary be authorized to purchase forty-two hundred 25 Watt lamps, and twenty-four 200 Watt lamps at a cost of $744.66; this order to be placed with the contractor supplying the City of Chicago with incandescent lamps.

Director Jonas entered the room and took his seat.

That the Secretary be authorized to purchase four dozen kindergarten chairs at a cost of $38.00.

That the Secretary be authorized to purchase one wool bunting flag, 20 x 12 feet, at a cost of $31.40.

Director Schick moved that the recommendations of the Committee be concurred in.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Director Beroth entered the room and took his seat.

On motion of Director Healy, the Board adjourned.

A. B. Wilson
Secretary.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 10, 1917.

OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Gessler and Tollkuehn.

Absent—Directors Schick, Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held November 26, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

The following communication was received from the Corporation Counsel:

"City of Chicago,
"Department of Law.
"November 21, 1917.

"*To the Board of Directors of the*
"*Chicago Public Library.*

"*Gentlemen:*—We send herewith copy of report made to the Corporation Counsel in regard to case pending against the Peoples Gas Light & Coke Co. growing out of an accident which occurred May 1, 1911.

"You will see from the report that there are counter suits pending, one by the City against the gas company for the sum of $186.49, the other by the company against the City for $29.75. There does not appear to be much chance for recovery, and it is suggested that both suits be dismissed in order to save further expense.

"Since the Library Board is interested, we do not want to take such action without word from you that it will be satisfactory. No warrant for collection has ever been placed in the hands of the Comptroller, and therefore, if you are willing to dispose of the matter by dismissal of both suits, it can be done by us without further formality than sending us word to that effect.

"Yours truly,
"Leon Hornstein,
"*Ass't Corporation Counsel.*

"Approved: Samuel A. Ettelson,
"*Corporation Counsel.*"

Director Healy moved that the Board consent to the dismissal of the suit against the Peoples Gas Light & Coke Co. as suggested in the Corporation Counsel's letter.

Carried.

Yeas—Directors Healy, Shutter, Gessler, Tollkuehn and the President—5.

Nays—None.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Shutter presented the following report of the Committee:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1034 vols., 36 pamphlets,	$ 812.00
Branch Collection:	2624 vols.,	1587.00
Deposit Collection:	1394 vols.,	378.00
High School Collection:	220 vols.,	62.00
Reserve Collection:	24 vols.,	23.00
Beecher Collection:	12 vols.,	16.00
	5308 vols.,	$2878.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $77.50, be paid from the incidental fund.

Respectfully submitted,
EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Dec. 10, 1917.

Director Jonas entered the room and took his seat.

Director Shutter moved the adoption of the report of the Committee on Library.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Director Jonas, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library submits the following recommendations:

That the sum of $1,000 be appropriated for renewal of deposit with the Library of Congress for the purchase of printed catalog cards and that the Secretary be authorized to remit that amount.

That the transfer of Deposit Stations as noted below be approved:

Rogers Park, from Beryl D. Coope to Ruth Dean.

Cheltenham, from David Stromberg to Hayden Ringer.

Normal, from Mrs. M. Rockfield to Elaine Mullin.

That a Delivery Station be established at St. Mary's Mission House, 850 Washington Boulevard, in charge of the Sisters of St. Mary, in accordance with the usual arrangements.

That hereafter all branch libraries remain closed on New Year's Day.

Respectfully submitted,
EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Dec. 10, 1917.

He, also, presented the following report and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1456 vols., 25 pamphlets,	$1533.00
Branch Collection:	1230 vols.,	1181.00
High School Collection:	544 vols.,	560.00
Deposit Collection:	1275 vols.,	1196.00
Reserve Collection:	296 vols.,	281.00
Rental Collection:	184 vols.,	175.00
Kelly Fund:	54 vols.,	56.00
Beecher Fund:	40 vols.,	97.00
	5079 vols.,	$5079.00

Respectfully submitted,
EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Nov. 26, 1917.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

A. C. McClurg & Co., books	$9329.53
C. V. Ritter, books	457.35
Chicago Directory Co., books	360.00
A. L. A. Publishing Board, books and subscriptions	166.98
H. W. Wilson Co., books and subscriptions	105.53
Marsball Field & Co., books	101.28
A. Kroch & Co., books and subscriptions	26.88
A. N. Marquis & Co., books	17.00
Teachers College, books	15.14
Axel H. Anderson, books	12.50
Lewis M. Thompson, books	10.00
Thomas Publishing Co., books	10.00
Export Manufacturers of U.S., books	10.00
Robert Fridenberg, books	7.00
The Lawyers Co-operative Publishing Co., books	6.50
State College of Washington, books	6.50
W. T. Seibels, books	3.00
Brabandt & Valters Book Binding Co., binding	1416.38
Northwestern Bindery, binding	753.41
Geo. E. Koehler & Son, binding	655.00
Burgmeier Book Bindery, binding	244.90
John Seybold, binding	221.05
Joseph Flucke & Son, binding	185.11
Kirk's Ink Co., paste	31.00
Slade, Hipp & Meloy, gummed muslin	15.00
Dwight Bros. Paper Co., paper	100.98
James White Paper Co., paper	32.16
Tucker-Kenworthy Co., printing	127.10
Max Stern's Sons, printing	246.25
Cameron, Amberg & Co., stationery	50.10
James Watson & Co., printing	41.50
Holmes Co., stationery	38.00
Pilcher-Hamilton Co., paper	104.66
Bradner Smith & Co., paper	49.81
J. W. Butler Paper Co., paper	13.50
Dennison Mfg. Co., labels	11.29
Geo. E. Cole & Co., stationery	85.90
L. Gould & Co., twine	52.08
Library Bureau, cards and book supports	51.75
Rockwell-Barnes Co., paper	44.50
A. B. Dick Co., mimeographic supplies	6.25
City Collector, pay roll sheets	3.75
Abbott's Art Store, drawing material	3.54
Hammond Typewriter Co., shields and impression strips	3.00
Universal Stamp and Stencil Works, pencil date holders, pads, ink, etc	44.30
H. G. Wilson, Sec'y, cash expenditures, Nov., 1917	346.38
Librarian of Congress, Washington, cards, etc	1000.00
	$16,623.84

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

None.

List of Bills to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$ 73.12
Marshall Field & Co., books	1.90
Chicago Directory Co., books	15.00
Brabandt & Valters Book Binding Co., binding	58.28
Northwestern Bindery, binding	13.47
Geo. E. Koehler & Son, binding	13.22
	$174.99

Beecher Fund.

L. Ida Conture, music books	$ 57.00
Clayton F. Summy Co., music books	40.00
Lyon & Healy, music books	8.10
	$105.10

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends:

That the Librarian be authorized to make requisition on the Civil Service Commission for three additional messengers from the list recently published.

That leave of absence on full pay be granted Marguerite Hollingsworth, book repairer, for three weeks from November 6, 1917, in accordance with Article XVII of the By-Laws.

That leaves of absence without pay be granted to the following:

Elizabeth Stone, junior library assistant, not to exceed six months from January 1, 1918.

Josephine Polk, library typist, one month from November 26, 1917.

William P. Perlman, messenger, nine months from December 26, 1917.

That the following resignations be accepted, with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Junior library assistant — Agnes E. Jones, December 2, 1917.

Pages—Stephen A. Ryan, December 4, 1917; Sam Slotky, December 2, 1917.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Dec. 10, 1917.

He, also, presented the following list of vacancies and appointments for November, 1917, and moved that the action taken be approved and that the list be published.

Carried.

Della Anderson, junior library assistant, appointed temp. November 12, $480 per year.

Juanito Ayamo, page, separated November 18.

Mildred Bard, junior library assistant, appointed temp. November 12, $480 per year.

Marie Bartolomei, library typist, resigned November 25.

Charles Basile, page, appointed temp. November 29, $420 per year.

Louis Bierod, page, appointed temp. November 12, $420 per year.

Robert Claybrooks, page, appointed temp. November 5, $420 per year.

Charles Coles, page, separated November 23.

Franklyn Davis, page, appointed temp. November 12, $420 per year.

Gladys Donahue, senior library assistant, resigned November 25.

Max Eisenstein, page, appointed temp. November 12, $420 per year.

Francis Evans, page, separated November 21.

Albert Finkle, page, appointed messenger November 26, $540 per year (Promotional).

Florence Finley, junior library assistant, appointed temp. November 12, $480 per year.

Sam Greenberg, page, separated November 4.

Morris Hallender, page, separated November 9.

Harold Houston, page, separated November 14, to accept another position in the City Service.

Palmyre Jacob, stenographic assistant, appointed November 3, $600 per year.

David Kahn, page, appointed temp. November 2, $420 per year; separated November 2.

Arthur Klein, page, appointed temp. November 5, $420 per year.

Charles Koenig, page, appointed temp. November 5, $420 per year.

Alfred Larson, page, appointed temp. November 26, $420 per year.

Benjamin Levin, page, appointed messenger November 26, $540 per year (Promotional),

Thomas Lewis, janitor, reinstated November 30, $900 per year.

Florence McKenzie, janitress, separated November 20.

Goldie Mabowehz, junior library assistant, separated November 10.

Thomas Mahoney, page, appointed temp. November 2, $420 per year.

Elbert Makinson, page, appointed temp. November 5, $420 per year.

Sam Master, page, appointed temp. November 23, $420 per year.

George Matthews, page, appointed temp. November 1, $420 per year; separated November 18.

Frank Meehan, coal passer, appointed November 13, $1080 per year; resigned November 13.

Catherine Murphy, janitress, separated November 4; appointed temp. November 21, $780 per year.

Rudolph Odman, page, appointed temp. November 12, $420 per year.

Jane Paisley, junior library assistant, separated November 2.

Charles Pivovitz, page, appointed temp. November 2, $420 per year.

Ida Rappeport, junior library assistant, appointed temp. November 12, $480 per year.

Adell Seifert, junior library assistant, appointed temp. November 26, $480 per year.

Charles Shetsky, page, appointed temp. November 26, $420 per year.

William Thomas, page, separated November 6.

Simon Tulchin, senior library assistant, appointed temp. November 3, $780 per year.

Frank Underwood, janitor, reinstated November 22, $900 per year.

Isadore Weissburd, page, appointed messenger November 26, $540 per year (Promotional).

Frank Zabkar, page, appointed temp. November 12, $420 per year; separated November 12.

Sollie Zones, page, appointed temp. November 12, $420 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

In the absence of the Chairman, Director Gessler presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Isenstein & Eisenstein, rent, Douglas Park Branch	$ 200.00
Wm. E. Dever, rent, Sheridan Branch	170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
A. Pink, rent, North Ave. Branch	100.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., electric current, branches	193.94
Peoples Gas Light and Coke Co., gas, branches	9.78
Consumers Co., coal	188.25
Chicago Telephone Co., telephone service	88.68
W. V. Geary, sprinkling and cleaning street, Blackstone branch	25.00
Toll Bros., laundering towels	64.97
Individual Towel & Cabinet Service Co., clean towel supply	18.75
Haegele Ice Co., ice	14.16
Buchanan Bros., street sprinkling	15.00
Bullard & Gormley Co., hardware	63.34
Remington Typewriter Co., repairs, etc., to machines	10.95
American Multigraph Sales Co., repairing multigraph	3.55
Chicago Evening Post Co., advertising	38.43
Marshall Field & Co., service flag, etc	16.75
Chicago Mill & Lumber Co. boxes	148.50
H. Schultz & Co., filing boxes	16.00
Ravenswood Glass Co., glass, etc	12.50
Fairbanks, Morse & Co., examining wagon scale	5.20
Pottinger-Flynn Coal Co., coal	1752.35
Geo. B. Carpenter & Co., one bolt duck	19.87
Remien & Kuhnert Co., shellac, etc	15.20
O. C. Keckley Co., graphite, unions, etc	12.31
John Moloney, mason and brick work	11.25
Crane Co., engineering supplies	10.82
Gertz, Lumbard & Co., brushes	16.00
Citizens Street Cleaning Bureau, removing cinders, rubbish, etc	77.28
Western Electric Co., electrical supplies	68.42
Central Chandelier Co., chain fixtures	6.00
Inland Electric Co., electrical supplies	4.80
James S. Kirk & Co., soap	76.93
Derby Steam Laundry Co., cheese cloth	38.50
Cudahy Packing Co., soap powder	10.80
Peck & Hills Furniture Co., chairs	114.00
Newton & Hoit Co., furniture	41.00
R. M. Eddy Foundry Co., wheels, brackets and flanges	15.00
American Vulcanized Fibre Co., granite sheet	8.00

Royal Typewriter Co., covers, etc., for machines	7.50
Edward Hines Lumber Co., lumber	14.24
Davis Bournonville Co., cutting steel curbing around wagon scale	8.00
Chas. Culbranson, one deflector	5.00
Standard Oil Co., gasoline	246.18
Keystone Lubricating Co., grease	20.00
Chicago Republic Truck Co., automobile parts	89.85
W. H. Salisbury & Co., belting and tubing	66.81
Tuthill Spring Co., springs	37.33
Wayman & Murphy Co., automobile accessories	29.00
The Prest-O-Lite Co., carbon burning outfit	23.71
Chicago Engineer Supply Co., ells, unions, plugs, etc	17.08
D. G. Gallagher Mfg. Co., waste	15.95
Wright Cooler & Hood Mfg. Co., repairing auto radiator	10.30
Bosch Magneto Co., repairing magneto	9.54
Chicago Auto Equipment Co., bumper	9.38
A. A. Stevens & Bro., radiator cover	4.00
C. A. Taylor Trunk Works, trunk keys	7.20
Maypole Garage, auto storage	12.00
Irving Park Livery and Garage, auto storage	10.00
H. G. Wilson, Sec'y, cash expenditures, Nov., 1917	149.14
	$5,049.49

He, also, presented the following list of bills for maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch fund.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Commonwealth Edison Co., current	$ 34.82
Chicago Telephone Co., service	3.75
Consumers Co., coal	101.50
Western Electric Co., electric lights	56.70
Johnson Service Co., pump cup	.60
	$197.37

REPORTS.

The Assistant Librarian presented the statistical report for the month of November, 1917, which was received and ordered published.

NEW BUSINESS.

The President, Director Barr, presented the following communication:

To the Board of Directors.
The Chicago Public Library.

Gentlemen:—In making up the budget for 1917 the amounts appropriated for various items of expenditure were based on a greatly reduced revenue due to a lower valuation and a reduced tax rate for library purposes for the year 1916.

The revenues available precluded any extension of the library's activities and the great increase in the price of all commodities practically brought the library to a standstill.

The Board found it necessary in July last to anticipate the taxes levied for 1917 and authorized the use of $50,000.00 for this levy. This was afterwards increased by $20,000.00 for the purchase of the site for a branch library on Crawford avenue and Monroe street.

Various items not included in the work of the year were authorized, among which may be noted the conversion of delivery stations into deposits and the preparation for the Rogers Park Branch.

In order that appropriation accounts may not show overdrafts it is necessary that certain transfers and additional appropriations be made. I, therefore, recommend that the following transfers be authorized:

To books	$15,000.00
Binding	4,000.00
Delivery stations, miscellaneous	450.00
Branches, miscellaneous	500.00
Fuel	2,000.00
Heating and generating plant	400.00
Electric supplies	300.00
Furniture and fixtures	1,000.00
Insurance	1,200.00
Salaries	14,500.00
Total	$39,350.00

Of this total the sum of $19,360.00 be transferred from the following accounts:

Finding lists	$ 4,200.00
Periodicals	300.00
Elevator supplies	600.00
Alterations and improvements	13,200.00
Interest	1,060.00

The remaining $19,990.00 from balance not otherwise appropriated.

Respectfully submitted,

ALFRED E. BARR,
President.

CHICAGO, Dec. 10, 1917.

Director Healy moved that the Board concur in the recommendation contained in the President's communication.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

The President also presented the following communication with the appended statement:

To the Board of Directors,
The Chicago Public Library.

Gentlemen: — The Library's account with the tax levy of 1916, collectible during the year 1917, shows a balance of $85,905.79 still due. Out of this amount $30,000.00 has been reserved to cover the losses and costs of collection, leaving an available balance of $55,905.79.

Owing to the litigation affecting the 1916 tax levy the County Collector will, in all probability, retain the greater part if not the entire balance pending a decision in the Supreme Court.

In order that the current bills and payrolls of the Library may be promptly paid I recommend that the Secretary of the Board be authorized to arrange with the City Comptroller for the sale of anticipation tax warrants against the levy for 1917 in accordance with the resolution of the Library Board passed August 13, 1917. Such sales to be made only when the money is needed for the payment of bills and pay-rolls.

Respectfully submitted,

ALFRED E. BARR,
President.

CHICAGO, Dec. 10, 1917.

LIBRARY FUND 1917.

RECEIPTS TO DECEMBER 1, 1917.

Balance cash in Treasurer's hands, January 1, 1917	$ 24,735.99
Cash received taxes 1915	15,259.97
Cash received taxes 1914 and prior	2,060.81
Cash received taxes 1916	446,836.24
Cash received sale of 1917 tax warrants	70,000.00
Miscellaneous receipts (to November 1, only)	14,101.65
Total	$572,994.66

DISBURSEMENTS.

Vouchers audited and paid to December 1, 1917, including November pay roll (excluding November bills)	561,762.91
Balance December 1, 1917	$ 11,231.75

Estimated Receipts and Disbursements up to December 31, 1917.

RECEIPTS.

Balance as above		$ 11,231.75
Miscellaneous receipts November and December		575.00
* Taxes 1916 collectible	$129,499.57	
Less estimated loss and cost	30,000.00	
		99,499.57
		$111,306.32

ESTIMATED EXPENSE.

December pay roll (to December 25)	$ 31,000.00	
December pay roll (December 26-31)	6,200.00	
November vouchers	25,000.00	
December vouchers	30,000.00	
		92,200.00

* Since date of this statement payment on account of 1916 taxes in the amount of $43,593.78 has been made by County Treasurer.

Director Healy moved that the Board concur in the recommendation.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Director Healy was excused and left the room.

The President, Director Barr, brought up the question of additional ground for the contemplated regional branch library.

Director Shutter moved that the matter be referred to the Committee on Buildings and Grounds with full power to act.

Carried.

Yeas—Directors Shutter, Jonas, Gessler, Tollkuehn and the President—5.

Nays—None.

Director Tollkuehn presented a copy of a photograph of the first building erected in the burnt district after the Chicago fire October 9, 1871, a gift from Mr. Emil Rudolph.

On motion the gift was accepted, and the Secretary was directed to have the picture suitably framed and place it in one of the Library rooms, and to notify Mr. Rudolph of the Board's appreciation of the gift.

Carried.

On motion of Director Shutter, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR NOVEMBER, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of November was 573,015; for the corresponding month of the previous year 482,503. The circulation was from the following sources:

Central Library	71,003
Branches	350,288
Stations	45,582
Traveling Libraries	81,913
Deposits and Miscellaneous	24,229
	573,015

The following is a summary of the books obtained at the Central Library:

Main Collection	29,795
Open Shelf	31,312
Hughes Room	3,198
Music Room	2,887
Information Desk (Teachers and special cards)	2,225
Miscellaneous	599
Books for the Blind	607
Documents	380
	71,003

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,952	337	3,289
Austin	12,454	311	12,765
Austin High	5,383	....	5,383
Bessemer Park	4,916	288	5,204
Blackstone	10,876	420	11,296
Burr School	7,714	202	7,916
Cornell Square	4,233	105	4,338
Davis Square	2,028	80	2,108
Douglas Park	21,855	711	22,566
Dvorak Park	6,164	170	6,334

Eckhart Park	7,409	386	7,795
Englewood High	4,397	....	4,397
Forestville School	3,465	104	3,569
Fuller Park	5,107	160	5,267
Hamilton Park	7,983	278	8,261
Hamlin Park	5,609	111	5,720
Hardin	4,357	214	4,571
Harrison High	5,762	....	5,762
Hebrew Institute	10,830	732	11,562
Holstein Park	6,363	127	6,490
Humboldt	17,302	1,609	18,911
Independence Park	5,094	204	5,298
Kelly	16,198	361	16,559
Kosciuszko	4,911	92	5,003
Lake View High	4,669	....	4,669
Lewis Institute	16,086	914	17,000
Lincoln Center	8,672	371	9,043
Logan Square	10,243	399	10,642
Mark White Square	6,015	129	6,144
Marshall High	2,353	55	2,408
Morse School	5,176	254	5,430
Ogden Park	10,357	259	10,616
Palmer Park	4,842	136	4,978
Pulaski Park	5,803	60	5,863
Scanlan School	6,093	52	6,145
Senn High	7,413	....	7,413
Seward Park	7,404	293	7,697
Sheridan	14,371	293	14,664
Sherman Park	6,356	125	6,481
Stanford Park	6,914	163	7,077
Stanton Park	4,170	173	4,343
Sumner School	5,090	262	5,352
Walker	3,395	74	3,469
West 26th Street	13,037	232	13,269
Woodlawn	18,467	928	19,395
Total	350,288	12,174	362,462

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	3,942	243	4,185
Argyle	154	84	238
Armitage	1,572	246	1,818
Ashburn	62	...	62
Assoc. House	802	938	1,740
Avondale	2,318	111	2,429
Birchwood	1,458	..	1,458
Butler House	2,973	33	3,006
Cheltenham	1,497	24	1,521
Chicago Ave	1,488	304	1,792
Chicago Lawn	2,470	..	2,470
Cicero Ave	829	..	829
Crawford	....	527	527
Dauphin Park	1,117	147	1,264
Diversey Ave,	640	211	851
Dunning	1,515	..	1,515
E. Fifty-eighth St.	1,742	845	2,587
East Rogers Park	1,570	217	1,787
E. Sixty-third St.	939	216	1,155
Edison Park	1,111	..	1,111
Fernwood	1,047	..	1,047
Gano	1,124	..	1,124
Garfield	1,367	287	1,654
Grand Ave	699	605	1,304
Grand Crossing	1,015	99	1,114
Greenview	730	84	814
Gresham	3,508	25	3,533
Hegewisch	1,009	..	1,009
Hermosa	1,701	..	1,701
Irving Park	614	60	674
Jefferson Park	1,504	..	1,504
Jewish Educ. All	2,621	124	2,745
Larrabee St	1,432	931	2,363
Lawndale	1,955	...	1,955
Longwood	1,157	..	1,157
Madison Street	1,131	925	2,056
Mayfair	992	..	992
Milwaukee Ave.	467	360	827
Montrose	1,481	..	1,481
Normal Ave	386	....	386
North Clark St.	984	334	1,318
Norwood Park	361	..	361
Park Manor	1,349	245	1,594
Paulist Settlement	103	..	103
Ravenswood	1,628	186	1,814
Rogers Park	4,131	83	4,214
South Shore	808	75	883
S. Western Ave.	1,082	566	1,648
Southport Avenue	495	169	664
Thirty-first St.	902	887	1,789
Wakeford	1,556	136	1,692
Washing'n Heights	272	..	272
West Brighton	941	..	941
West Englewood	1,138	..	1,138
West Harrison St.	1,300	614	1,914
West Pullman	2,216	..	2,216
West Ravenswood	1,988	165	2,153
W. Sixteenth St.	3,190	248	3,538
West Twelfth St.	2,930	2,728	5,658
Total	81,913	14,182	96,095

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	350,288	12,174	362,462
Traveling Libraries	81,913	14,182	96,095
Business House Deposits	22,661	1,456	24,117
Miscellaneous References	1,568	.....	1,568
Total	456,430	27,812	484,242

Of the 45,582 books supplied through the Stations Department, 12,174 were sent to 40 branches and 33,408 to 65 stations. The books supplied for the same month of the preceding year numbered 66,450 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 22,921.

REFERENCE ROOM.

Number of books issued from stacks.....33,329
Number of recorded visitors.....14,295

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 4,532. Visitors, 1,044.

HUGHES ROOM.

Volumes circulated, 3,198; pictures circulated, 3,249; visits from school classes, 0; recorded visitors, 2,989. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,365. Newspapers, 678. Visitors, 1,354.

CIVICS ROOM.

Magazines issued, 2,210; directories consulted, 2,581; bound documents used, 1,681; books, 698; pamphlets, 10,380; visitors, 5,843.

STUDY ROOM

Volumes consulted, 2,640. Visitors, 4,850.

READING ROOM.

Periodicals issued at the counter at Central Library, 10,531. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 99,222.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 8,400; issued in November of the previous year, 9,009.

Number of juvenile cards issued, 2,820; research cards, 2; vacation cards, 0; teachers' cards, 158. The number of three-year cards outstanding is 212,419.

BINDERY DEPARTMENT.

Number of books at binderies November 1, 1917	7,685
Number of books sent to binderies in November, 1917	5,398
Total number of books at binderies in November, 1917	13,083
Number of books received from binderies in November, 1917	6,703
Number of books at binderies December 1, 1917	6,380
Number of books repaired in Library in November, 1917	5,014

GROWTH OF THE LIBRARY.

The total number of volumes in the Library December 1, 1917, was 851,853. Received since June 1, 1917, 63,780; since November 1, 1917, 11,823. Books worn out and discarded since June 1, 1917, 16,863; since November 1, 1917, 3,010. Books lost and paid for since June 1, 1917, 1,351; since November 1, 1917, 374. Books found and money refunded since June 1, 1917, 115; since November 1, 1917, 14.

C. B. RODEN,
Asst. Librarian.

CHICAGO, December 10, 1917.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, DECEMBER 24, 1917.

OFFICIAL RECORD.

There were present the President, Director Barr, and Directors Shutter and Gessler.

No quorum present.

Director Gessler moved that the Board adjourn to meet Wednesday, December 26, 1917, at 5:30 o'clock P. M.

Carried.

A. L. Wilson
Secretary.

ADJOURNED REGULAR MEETING.

CHICAGO, WEDNESDAY, DECEMBER 26, 1917.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Gessler and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held December 10, 1917, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From citizens in the vicinity of Forty-fifth street and South Union avenue, re-

questing the Board to establish a branch library in that vicinity.

Referred to the Committee on Library.

From Mr. Thomas Marshall, presenting a request for payment of salary to Miss Josephine Polk, library typist, on account of absence from duty in the library.

Action on the communication was deferred.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Shutter presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Gessler, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1365 vols., 2 pamphlets,	$1296.00
Branch Collection:	749 vols.,	672.00
High School Collection:	12 vols.,	2.00
Deposit Collection:	263 vols.,	261.00
Reserve Collection:	104 vols.,	99.00
Rental Collection:	24 vols.,	23.00
Kelly Fund:	11 vols.,	11.00
Ryder Fund:	4 vols.,	9.00
	2532 vols.,	$2373.00

Respectfully submitted,
EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Dec. 26, 1917.

Director Jonas entered the room and took his seat.

Director Jonas, Chairman, presented a bill for $305.48 to reimburse the Secretary's petty cash fund for moneys expended for postage during the month of December, 1917, and moved that the bill be ordered paid.

Carried.

Yeas—Directors Healy, Shutter, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Director Beroth entered the room and took his seat.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends:

That the resignation of Timothy Sullivan, page, be accepted.

That leaves of absence be granted as follows, the requests in both cases being made because of illness:

M. Martha Mott, senior assistant, three months from January 2, 1918.

Alfred S. Foy, page, from December 26, 1917, to February 10, 1918, inclusive.

Requests for leave of absence have also been received from Anna Cylkowski and Dorothy Bastin, in both cases with the object of accepting appointments in other institutions. Your Committee deems it proper to recommend, as a matter of policy, that these requests, and all similar requests hereafter, be rejected.

Respectfully submitted,
R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

REPORTS.

The Secretary presented the report of the United States Audit Company on its audit of the books and accounts of the Public Library for the quarter ended November 30, 1917.

The report was received and ordered published.

The following is the report:

December 21, 1917.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In accordance with instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended November 30, 1917.

We compared the vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from Fines, Books Lost, Deposits, etc., by a comparison with the Branch Library Daily Receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry, and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the bank accounts and counting the cash in the office.

We inspected and checked the Securities representing the various investments in the presence of the Secretary and Directors R. G. Shutter and Frank F. Tollkuehn.

We compared the Receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, as indexed, which contain full details of the transactions for the period under review. Same are correct and in accordance with the books.

Yours very truly,
UNITED STATES AUDIT CO.
HENRY L. HERTZ,
President.

Supervised by:
WHITNEY B. FLERSHEM,
Certified Public Accountant.

FUNDING BALANCE SHEET, NOVEMBER 30, 1917.

Fund Assets.

Public Library Fund:			
Tax Levy—1916	$114,968.31		
Cash in hands of City Treasurer	4,572.35		
	119,540.66		
Less: Sale of Tax Warrant 1917	70,000,00		
Total Public Library Fund Assets		$ 49,540.66	
Current and Trust Funds:			
Bonds	277,411.76		
Certificate of Deposit	588.24		
Cash	3,283.81		
Secretary's Petty Cash	495.52		
Total Current and Trust Funds Assets		281,779.33	
Total Fund Assets			$331,319.99

Fund Liabilities.

Public Library Fund	$ 49,540.66		
Petty Cash	500.00		
		$ 50,040.66	
Current and Trust Funds:			
Kelly Fund	200,000.00		
Kelly Fund Increment	65,000.00		
Kelly Fund Income	707.73		
Kelly Branch	28.99		
Ryder Fund	10,000.00		
Ryder Fund Income	135.34		
Beecher Fund	2,000.00		
Beecher Fund Income	143.49		
Jackson Fund	1,000.00		
Jackson Fund Income	106.18		
Security Deposits	1,263.60		
Special Deposits	100.00		
Insurance Fund	60.00		
Rental Collections	734.00		
Total Current and Trust Funds Liabilities		281,279.33	
Total Fund Liabilities			$331,319.99

LIBRARY FUND — CASH RECEIPTS AND DISBURSEMENTS
THREE MONTHS ENDED NOVEMBER 30, 1917.

Receipts.

Taxes: 1916	$ 130,781.34		
1915	15,259.97		
1914 and Prior	2,060.81		
Sale Tax Warrants 1917	20,000.00		
Unclaimed Wages	10.96		
Interest on Balances with City Treasurer	225.83		
Quarterly Receipts	1,240.58		
		$169,579.49	
Add: Balance August 31, 1917		8759.56	
			$178,339.05

Disbursements.

Salaries: Main Library	58,410.27		
Branches	30,333.96		
Delivery Stations	3,066.27		
		91.810.50	

Delivery Stations—Miscellaneous	1,552.23	
Branches: Miscellaneous	4,061.87	
Books	26,180.41	
Binding	8,968.39	
Finding Lists	746.64	
Printing and Stationery	2,541.36	
Periodicals	7,780.53	
Miscellaneous Expense	1,415.34	
Fuel	4,193.30	
Heating and Generating Plant	350.82	
Electric Supplies and Repairs	349.65	
Elevator Supplies and Repairs	113.54	
Janitor's Expense	348.42	
Furniture and Fixtures	1,019.35	
Insurance	81.25	
Freight and Expressage	34.23	
Postage	676.85	
Refunds—Books Lost and Paid for	77.69	
Repairs, Alterations and Improvements	3,664.33	
Branches	17,800.00	
Total Disbursements		173,766.70
Balance on hand November 30, 1917		$ 4,572.35

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended November 30, 1917.

Receipts.

	Total	Sept., 1917	Oct., 1917	Nov., 1917
Kelly Branch	$ 1,527.25	2.47	1,522.10	2.68
Ryder Fund Income	40.00	....	40.00	....
Jackson Fund Income	25.00	....	25.00	....
Rental Collections	515.88	148.48	166.10	201.30
Secretary's Petty Cash	1,266.33	447.70	325.95	492.68
Miscellaneous	437.59	96.80	226.69	114.10
Finding Lists	85.23	21.89	31.30	32 04
Books Lost and Paid for	717.76	186.23	195.00	336.53
Deposits	919.85	246.50	329.00	344.35
Fines	5,657.96	1,622.97	2,009.88	2,025.11
Total Receipts	$11,192.85	$2,773.04	$4,871.02	$3,548.79
Add: Cash Balance Aug. 31, 1917	4,269.03	4,269.03	3,917.01	4,573.69
	$15,461.88	$7,042.07	$8,788.03	$8,122.48

Disbursements.

Treasurer	$ 1,240.58	$ 304.92	$ 452.99	$ 482.67
Pension Fund	5,657.96	1,622.97	2,009.88	2,025.11
Kelly Branch	2,420.17	581.38	711.10	1,127.69
Rental Collections	614.87	28.34	157.85	428.68
Books	122.87	15.75	61.68	45.44
Freight and Expressage	34.23	10.65	15.28	8.30
Periodicals	39.20	5.00	7.00	27.20
Postage	676.85	210.36	225.33	241.16
Delivery Stations—Miscellaneous.	20.01	5.52	1.53	12.96
Branches	63.15	16.75	41.90	4.50
Miscellaneous Expense	262.18	28.56	108.18	125.44
Refunds—Books Lost and Paid for	77.69	27.81	26.53	23.35
Deposits	818.50	261.50	278.00	279.00
Printing and Stationery	5.48	1.80	2.75	.93
Heating and Generating Plant	9.19	3.75	1.50	3.94
Ryder Fund Income	111.84	.....	111.84	.....
Bonding	1.00	.....	1.00	.....
Janitor's Expense	2.30	.....	.....	2.30
Total Disbursements	$12,178.07	$3,125.06	$4,214.34	$4,838.67
Cash Balance Nov. 30, 1917	$ 3,283.81	$3,917.01	$4 573.69	$3,283.81

CURRENT AND TRUST FUNDS—SUMMARY OF BALANCES.

	Sept. 30, 1917	Oct. 31, 1917	Nov. 30, 1917
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	707.73	707.73	707.73
Kelly Branch	343.00	1,154.00	28.99
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	207.18	135.34	135.34
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	143.49	143.49	143.49
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	81.18	106.18	106.18
Secretary's Petty Cash	174.05	7.32	4.48
Security Deposits	1,147.25	1,198.25	1,263.60
Special Deposits	100.00	100.00	100.00
Insurance Fund	60.00	60.00	60.00
Rental Collections	953.13	961.38	734.00
Total Current and Trust Funds	$281,917.01	$282,573.69	$281,283.81
Made up as follows:			
Bonds—Book Value	$277,411.76	$277,411.76	$277,411.76
Certificate of Deposit	588.24	588.24	588.24
Cash	3,917.01	4,573.69	3,283.81
	$281,917.01	$282,573.69	$281,283.81

Reconciliation of Trust Funds, November 30, 1917.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000,00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal and Sundry Bonds (par value $278,000.00)	$277,411.76	
Certificate of Deposit D9933	588.24	
		$278,000.00

Reconciliation of Cash Account November 30, 1917.

First National Bank:		
Balance per Bank Statement		$ 3,955.73
Deduct: Outstanding Checks:		
No. 6393	5.00	
6427	3.00	
6443	2.00	10.00
Balance per Books		3,945.73
Union Trust Company:		
Balance per Bank Statement	850.84	
Deduct: Outstanding Checks:		
No. 2358 to 2368, inclusive	323.35	
Balance per Books		527.49
Illinois Trust and Savings Bank:		
Balance, Savings Account		594.68
Total Bank Balances		5,067.90
Add: Deposits Dec. 1 to 20, 1917, inclusive:		
First National Bank	1,158.66	
Union Trust Company	940.00	
Illinois Trust and Savings Bank	130.00	2,228.66
		7,296.56

Deduct: Withdrawals Dec. 1 to 20, 1917, inclusive:		
First National Bank	2,571.39	
Union Trust Company	684.86	3,256.25
Balance in Banks as per books Dec. 20, 1917		4,040.31
Add: Cash as per count	715.02	
Disbursements Dec. 1 to 20, 1917, inclusive	1,325.12	2,040.14
		6,080.45
Deduct: Receipts Dec. 1 to 20, 1917, inclusive		2,796.64
Balance per Books Nov. 30, 1917		$3,283.81

NEW BUSINESS.

Director Jonas moved that the Library participate in the patriotic food show to be held in the Coliseum during the week beginning January 5, 1918, under the auspices of the United States Food Administration, and that arrangements be left to the Librarian with authority to expend not to exceed $25.00.

Carried.

Director Tollkuehn moved that the request of Mr. Charles A. Kent, Principal of the Field School, for a library branch in that school be refused, as this location is within a few blocks of the Rogers Park Branch Library just opened.

Carried.

Director Healy moved that the request of Mr. V. C. Plummer, Principal of the Elmhurst High School, to remit the cost of two books lost in a fire at the Elmhurst High School on December 12 inst. be granted.

Carried.

Director Beroth moved that a communication received from Mr. Henry S. Henschen in reference to the library of about 5,000 volumes belonging to the Swedish Historical Society of America be referred to the Librarian with power to act.

Carried.

The President, Director Barr, called up the communication of Mr. Thomas Marshall in reference to the payment of salary to Miss Josephine Polk, action on which had been deferred.

After discussion, Director Healy moved that the request be denied.

Carried.

Director Schick entered the room and took his seat.

The President, Director Barr, presented to the Board, on behalf of Mr. Eugene Prussing, a bronze replica of Sitting Bull.

Director Healy moved that the gift be accepted.

Carried.

Director Beroth moved that the Secretary be instructed to acknowledge the gift expressing the Board's appreciation and thanks to Mr. Prussing.

Carried.

The President, Director Barr, presented a letter from George E. Koehler & Son, one of the contractors for book-binding

for the Library, stating that on account of the increased prices of book-binding material he was obliged to take advantage of the cancellation clause in his contract or ask for an increased rate for binding books in two sizes as follows:

Buckram binding, sizes 1 and 2, three cents per vol. additional.

Goat-skin, sizes 1 and 2, one cent per vol. additional.

The Secretary stated that Mr. Koehler's contract contained a clause permitting either of the parties thereto to terminate the contract January 1, 1918, by giving 15 days' notice.

He, also, presented a statement from the Superintendent of the Binding Division stating that the increased rate would mean an additional cost of about $130.00 on the bills of this contractor for the next six months, and recommending the increased prices for the sizes indicated be allowed.

Director Shutter moved that the recommendation of the Superintendent of the Binding Division be approved and that the contract with George E. Koehler & Son be changed so as to allow the increased prices as indicated.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

Director Healy moved that when the Board adjourns it adjourn to meet Monday, January 7, 1918, at 5:30 o'clock P. M.

Carried.

On motion of Director Shutter, the Board adjourned.

H. L. Wilson

Secretary.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

ADJOURNED REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 7, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Shutter, Schick, Jonas, Gessler and Tollkuehn.

Absent—Directors Healy, Beroth and Cuneo.

COMMUNICATIONS.

The following communication from James T. Igoe, City Clerk:

"City of Chicago,
"Office of the City Clerk.
"December 17, 1917.

"*Board of Directors,*
"*Chicago Public Library,*
"*Chicago.*

"*Gentlemen:*—A Roll of Honor containing the names of the members of the various examination boards under the Selective Service Law has been prepared in accordance with directions of the City Council of the City of Chicago.

"The Roll is illuminated and framed suitable for display purposes. It is desired that a place be given for it in the Library building where it will be on public view.

"Will you find a place for it in the Library building?

"Yours truly,
"James T. Igoe, *City Clerk.*"

Director Tollkuehn moved that the roll of names be accepted, and that the Secretary be directed to hang the same on one of the walls in the public halls or corridors of the Library building.

Carried.

Sundry communications from citizens in the vicinity of Forty-fifth street and Union avenue requesting the Board to establish a branch in that locality.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Shutter, Schick, Jonas, Gesssler, Tollkuehn and the President—6.

Nays—None.

A. C. McClurg & Co., books	$6053.17
C. V. Ritter, books	131.55
Travelogue Bureau, books	110.00
A. L. A. Publishing Board, books and subscriptions	99.41
John Church, books	48.00
D. Appleton & Co., books	23.50
Longmans, Green & Co., books	19.91
Marshall Field & Co., books, thermometers, frames	16.52
Lucy D. Smith, books	15.00
Max Levy, books	15.00
Electroforce Publishing Co., books	14.00
H. R. Huntting Co., books	13.64
Boylston Publishing Co., books	12.00
Thomas Nelson & Sons, books	11.28
Bumstead & Co., books	9.00
Norman Remington Co., books	5.32
Mentor Assn., subscriptions	171.50
R. R. Bowker & Co., subscription	77.00
A. W. Shaw Co., subscription	56.70
Boston Book Co., subscription	28.00
Library Bureau, subscription and cards	27.30
Pan American Union, subscription	28.00
A. Kroch & Co., subscription	5.85
Geo. E. Koehler & Son, binding	868.43
Brabandt & Valters Book Binding Co., binding	625.89
Joseph Flucke & Son, binding	313.93
Northwestern Bindery, binding	293.69
Burgmeier Book Bindery, binding	272.62
John Seybold, marking on backs of books	154.65
Gaylord Bros., binders	78.93
Barrett Bindery Co., binders	15.06
Slade, Hipp & Meloy, gummed muslin	15.00
Kirk's Ink Co., paste	11.25
Tucker-Kenworthy Co., printing	71.00
James White Paper Co., paper	32.16
Dwight Bros. Paper Co., paper	163.66
Swigart Paper Co., paper	90.15
Bradner Smith & Co., paper	71.25
J. W. Butler Paper Co., paper	4.18
Max Stern's Sons, printing	54.95
Cameron, Amberg & Co., cards	12.00
Gaw O'Hara Envelope Co., envelopes	130.42
Geo. E. Cole & Co., stationery	66.67
Chicago Paper Co., paper	42.50
Tablet & Ticket Co., gummed letters	11.55
Rockwell-Barnes Co., pencils	72.00
Universal Stamp and Stencil Works, special dates and rubber stamps	10.20
Goodyear Rubber Co., rubber hands	10.15
P. A. Salisbury-Schulz Co., dates	9.00
Dennison Mfg. Co., glue	7.00
H. G. Wilson, Sec'y, cash expenditures, Dec., 1917	190.55
Shea, Smith & Co., sponges	3.00
Cumulative Digest, subscriptions	10.00
	$10,703.49

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated

Carried.

Yeas—Directors Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Kelly Branch Fund.

A. C. McClurg & Co., books	$ 38.03
The Mentor Assn., subscription	3.50
A. W. Shaw Co., subscription	2.70
Pan American Union, subscription	2.00
Joseph Flucke & Son, binding	9.26
Geo. E. Koehler & Son, binding	6.83
Brabandt & Valters Book Binding Co., binding	4.93
Northwestern Bindery, binding	.44
	$ 67.69

Ryder Fund.

Schulte's Book Store, books	$ 25.00
William Helburn, books	9.60
	$ 34.60

Rental Collection.

A. C. McClurg & Co., books	$184.61

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the bill of the United States Audit Company in the sum of $43.75 for their audit of the books and accounts of the Public Library for the quarter ended November 30, 1917, and moved that the bill be ordered paid.

Carried.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Commonwealth Edison Co., current	$ 196.01
Peoples Gas Light & Coke Co., gas	15.45
Consumers Co., coal	459.78
Chicago Telephone Co., telephone service	90.99
Toll Bros., laundering towels	54.70
Individual Towel & Cabinet Service Co., clean towel supply	20.00
Haegele Ice Co., ice	13.98
John J. McGrath, lettering on windows of branches	61.54
Geo. Wallace Hess, cards	14.00
City Collector, street car book and blanks	9.25
Riddiford Bros., brooms	8/50
American Type Founders Co., type	3.53
American Multigraph Sales Co., type, etc.	3.05
Hammond Typewriter Co., machine parts	3.00

Bullard & Gormley Co., hardware	32.47
Wayman & Murphy Co., sign hooks	12.10
Pottinger-Flynn Coal Co., coal	2807.00
Geo. B. Carpenter & Co., flag, dynamo covers, etc	72.04
Perkins Machine Co., repair parts of air compressor	7.85
Crane Co., flanges	7.56
Dearborn Chemical Co., oil	66.69
Hollow Center Packing Co., packing	8 80
Keasby & Mattison Co., paste	5.00
D. G. Gallagher Mfg. Co., waste	24.17
Citizens Street Cleaning Bureau, removing cinders, sprinkling, etc	105.69
Western Electric Co., electrical supplies	793.80
Manhattan Electrical Supply Co., electric stoves, etc	23.20
Inland Electric Co., electrical supplies	11.88
Acme Mill Ends Co., cheese cloth	82.50
Remien & Kuhnert Co., janitor supplies	21.87
Cudahy Packing Co., soap powder	10.80
John J. Keenan & Co., furniture and fixtures	2471.75
Peck & Hills Furniture Co., furniture	38.00
Newton & Hoit Co., furniture	11.14
Inter Ocean Cabinet Co., material for book trucks	113.35
American Vulcanized Fibre Co., granite sheet	9.14
R. M. Eddy Foundry Co., castings	3.70
Royal Typewriter Co., typewriting machine	72.90
Mueller Bros., framing and hanging pictures (Rogers Park Branch)	44.10
G.B. Davidson, insurance on library property in branches	62.50
Dwight H. Muckley, bank messenger insurance	20.23
Lampert & Keller, insurance on library property in branches	15.00
Fred A. Phillips, plate glass insurance, branch	6.00
Tyler & Hippach, lights	12.00
Standard Oil Co., gasoline	190 05
Valvoline Oil Co., oil	19.65
P. C. Born, oil	10 85
Chicago Republic Truck Co., auto parts	105.13
Chicago Auto Equipment Co., auto accessories	43.33
James Motor Co., auto parts	6 80
Beckley-Ralston Co., auto accessories	5.75
W. H. Salisbury & Co., belting	5.18
United Motors Service, auto parts	3.75
American Battery Co., batterles, etc	34.50
Maypole Garage, auto storage, etc	14 39
Milwaukee Avenue Garage, auto storage	5.33
Irving Park Livery and Garage, auto storage	3.00
H. G. Wilson, Sec'y, cash expenditures, Dec., 1917	109.56
	$8,484.28

He, also, presented the following list of bills for maintenance of the Kelly Branch and moved that the bills be paid from the Kelly Branch fund.

Carried.

Yeas—Directors Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

The following is the list:

Commonwealth Edison Co., current	$ 33.98
Chicago Telephone Co., service	3.75
Consumers Co., coal	82.50
L. H. Prentice Co,, air filtering bags	40.00
	$160.23

REPORTS.

The Secretary presented an informal report showing the receipts and disbursements for the year for the Kelly Branch fund showing a deficit of $294.85.

He, also, stated that there was a surplus of $498.06 in the Union Trust Company bank from this same account for the year 1916.

Director Tollkuehn moved that the Secretary be authorized to transfer from the surplus account of 1916, $294.85 to the Kelly Branch fund for the purpose of paying the outstanding bills for 1917.

Carried.

Yeas—Directors Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

NEW BUSINESS.

Director Shutter moved that the request of the National War Savings Committee to display posters and cards in the Public Library building and its branches to stimulate the sale of thrift stamps and war-saving stamps be granted, and that arrangements for the display of posters and cards be left in the hands of the President and Secretary of the Board.

Carried.

The President, Director Barr, stated that the Rogers Park Branch, 6975 and 6977 N. Clark street, was formally opened to the public December 26, 1917.

The President, Director Barr, presented the following communication:

CHICAGO, Jan. 7, 1918.

To the Board of Directors,
Chicago Public Library.

Gentlemen:—Herewith please find the recommendation for the estimates for the Public Library fund to be incorporated in the appropriation and tax levy ordinance for 1918 to be transmitted to the City Council for action.

The amount of $1,140,000 00 is based upon the statutory rate of one mill on the dollar on an estimated equalized assessed valuation for the year 1918 plus an estimated amount of $35,000.00 for losses and costs and $5,000.00 from miscellaneous receipts.

The recommendation is as follows:

For library purposes and all expense of operation and maintenance of the Chicago Public Library and its branches.....	$1,100.000.00
Estimated loss and costs	35.000.00
Total from tax levy..	1,135,000.00
Miscellaneous receipts	5,000.00
	$1,140,000.00

Respectfully submitted,
ALFRED E. BARR,
President.

Director Tollkuehn moved that the Board concur in the recommendation.

Carried.

Yeas—Directors Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Director Jonas moved that the Board go into

EXECUTIVE SESSION

the Board, sitting as a committee of the whole.

After discussion of matters coming before it, the committee rose and the Board resumed open session.

On motion of Director Jonas, the Board adjourned.

A. R. Wilson
Secretary.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 14, 1918.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Gessler and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting of December 24, 1917, of the adjourned regular meeting held December 26, 1917, and of the adjourned regular meeting held January 7, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. T. J. Lovell, resigning as keeper of the deposit and delivery station, located at No. 313 E. Fifty-eighth street.

Director Shutter moved that the resignation be accepted.

Carried.

From S. Gimbel, requesting the Board to appoint him keeper of the deposit and delivery station, located at No. 313 E. Fifty-eighth street.

Director Shutter moved that the application be referred to the Librarian for investigation.

Carried.

From citizens in the vicinity of Fifty-first street and Cottage Grove avenue, requesting the Board to establish a branch in the vicinity of No. 5137 Cottage Grove avenue.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Shutter presented the following report of the Committee and moved its adoption,

Carried.

Yeas—Directors Healy, Shutter, Gessler, Tollkuehn and the President—5.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	438 vols., 1 pamphlet,	$ 778.00
Branch Collection:	422 vols.,	423.00
Deposit Collection:	10 vols.,	6.00
School Deposit Collection:	2955 vols.,	2364.00
Reserve Collection:	15 vols.,	42.00
Kelly Fund:	3 vols.,	8.00
Ryder Fund:	9 vols.,	25.00
	3852 vols.,	$3646.00

Your Committee recommends that the Librarian be authorized to expend a sum not to exceed $2,500 in the purchase of books for a loan collection to be installed at Great Lakes Naval Station for the use of the officers and men at that encampment.

Also, that a list of miscellaneous bills herewith submitted, amounting to $54.02, be paid from the incidental fund.

In the matter of the communication received from the Honorable Daniel Herlihy, requesting the installation of a branch library in the vicinity of Milwaukee Avenue and Diversey Boulevard, we recommend that the Librarian be requested to communicate with the writer with a view to securing detailed information regarding the needs of this community, the character of its population, available sites, and other necessary data.

Respectfully submitted,

EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Jan. 12, 1918.

Director Schick entered the room and took his seat.

Director Shutter reported, informally, on a petition for a branch library from citizens in the vicinity of Forty-fifth street and Union avenue, and moved that the Superintendent of branches be instructed to investigate and report on the matter at the next meeting of the Board.

Carried.

Director Jonas entered the room and took his seat.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Senior library assistants: Dorothy Bastin, January 2; Anna L. Cylkowski, January 2.

Library typist: Sadie M. Bernstein, January 2.

Junior library assistant: Helen Kasmar, January 1.

Benjamin Rudy, messenger, January 2.

It is further recommended that leaves of absence be granted as follows:

Mabel C. Moderwell, senior library assistant, one month from January 26.

Byrl A. Jorgensen, junior library assistant, one month from January 5.

Kathryn A. Stevens, book repairer, one month from January 7.

Janet M. Green, head library assistant, two months from January 1.

Florence Voight, janitress, one month from December 20, 1917.

N. A. Anderson, carpenter, one month from January 3.

Charles F. Jackson, elevator operator, one month from January 2.

In view of many incidental matters of minor importance that have recently arisen and which required immediate attention, your Committee recommends that the President be given authority to exercise his discretion in passing upon and disposing of the various items that may from time to time so arise.

Your Committee further recommends that the Librarian be authorized to reinstate Miss Roey Cowen in the position vacated by her on September 6, and to record her absence as having been on leave, this action having been sanctioned by the Civil Service Commission.

This Committee has given earnest consideration to the several lists of members of the staff who are eligible for promotion by reason of having passed examinations offered by the Civil Service Commission within the past two years. There are three such lists on which a number of persons are still awaiting appointment, namely, from Grade I to Grade II, Grade II to Grade III and Grade III to Grade IV. The two latter, resulting from examinations held in February, 1916, will expire by limitation within the next thirty days, unless this Board requests that their life be extended.

On April 24, 1916, the Board of Directors approved a scheme of departmental organization specifying the number of positions in each grade of the classified service to which the several departments of the Library were entitled. Appointments from the eligible lists above referred to must, therefore, be made in accordance with this scheme. In other words, promotions can only be made where vacancies exist or where the Board chooses to amend this scheme of organization by raising the grade ratings of certain positions because of increase in the volume of work or in the duties of such positions. Our recommendations are therefor:

That the grade ratings of positions in certain departments be changed as follows:

Accessions Division: One Grade II position to Grade III.

Catalog Division: One Grade II position to Grade III; one Grade III position to Grade IV.

Civics Division: Two Grade I positions to Grade II.

Loan Record Division: One Grade I position to Grade II.

Branch Division: Two Branch Librarianships from Grade II to Grade III; three Branch Librarianships from Grade III to Grade IV.

In addition to these changes vacancies now exist as follows:

Accessions Division: One vacancy in Grade IV.

Civics Division: One vacancy in Grade IV.

Loan Record Division: One vacancy in Grade IV.

Branch Division: Four vacancies in Grade II.

Our final recommendation, therefore, is that the Librarian be authorized to make requisition upon the Civil Service Commission for seven Senior Library Assistants, Grade II, four principal Library Assistants, Grade III, and seven Head Library Assistants, Grade IV, to fill the vacancies above recorded.

This action will exhaust one of the lists of eligibles, but will leave the names of seven persons on one list and two persons on the other still unassigned. Because of the nature of the duties of these

persons and because no further vacancies exist in the grade above, it is impossible to recommend further promotions from these lists at this time. We suggest, however, that the Civil Service Commission be requested to extend the life of these two lists from the date of their normal expiration.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Jan. 14, 1918.

He, also, presented the following list of vacancies and appointments for December, 1917, which was received and ordered published.

Morris Alswang, page, appointed temp. December 12, $420 per year.

Russell Boquist, page, appointed temp. December 26, $420 per year.

Sam Branson, page, appointed temp. December 27, $420 per year.

William Bridges, janitor, separated December 2.

Paul Bronston, page, transferred to City Hall December 16.

George Couper, page, separated December 10.

Henry Davis, page, appointed temp. December 27, $420 per year.

Ruth Dean, junior library assistant, appointed temp. December 26, $480 per year.

Richard Ehrhardt, page, appointed temp. December 11, $420 per year.

Bert Farroli, window washer, appointed temp. December 26, $960 per year.

Max Fink, page, appointed temp. December 7, $420 per year.

Louis Fischman, page, separated December 16

Joe Friedman, page, appointed temp. December 28, $420 per year.

Henry Gates, coal passer, appointed temp. December 10, $1080 per year.

Jack Goldberg, page, appointed temp. December 7, $420 per year.

Alfred Gyving, page, appointed temp. December 11, $420 per year.

Walter Hasselhorn, page, appointed temp. December 28, $420 per year.

William Hoffman, page, separated December 14.

Agnes Jones, junior library assistant, resigned December 2.

Morris Kagel, page, appointed temp. December 28, $420 per year.

Francis Kreisel, junior library assistant, appointed temp. December 11, $480 per year.

Alfred Larson, page, separated December 14.

Carl Leverenz, page, appointed temp. December 11, $420 per year.

Samuel Levinson, page, appointed temp. December 5, $420 per year.

Thomas Lewis, janitor, laid off December 9.

Matthew Lightfoot, page, appointed temp. December 18, $420 per year.

Jessie Marks, junior library assistant, appointed temp. December 5, $480 per year.

Esther Melnikow, junior library assistant, appointed temp. December 11, $480 per year.

Julius Mishkin, page, appointed temp. December 13, $420 per year.

Edward Moran, page, separated December 10.

Alfred Perreppi, page, separated December 16.

William Pulley, page, separated December 20, $420 per year.

Genevieve Richart, junior library assistant, separated December 25.

Harry Reingold, page, separated December 5.

Nathan Remington, page, appointed temp. December 26, $420 per year.

Stephen Ryan, page, resigned December 4.

Tim Scanlon, window washer, appointed temp. December 15, $960 per year; separated December 15.

Helene Schaff, junior library assistant, separated December 5.

Gustave Schiller, page, separated December 25.

Adele Seifert, junior library assistant, separated December 30.

Sam Slotky, page, resigned December 2.

David Snyder, page, appointed temp. December 28, $420 per year.

Timothy Sullivan, page, resigned December 10.

Howard Tevis, page, separated December 10.

Elizabeth Tobin, junior library assistant, separated December 25.

Theodore Umbright, page, appointed temp. December 14, $420 per year.

Sollie Zones, page, separated December 2.

Sam Zuckerman, page, appointed temp. December 4, $420 per year; separated December 31.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Isenstein & Eisenstein, rent, Douglas Park Branch	$ 200.00
Wm. E. Dever, rent, Sheridan Branch	170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
A. Pink, rent, North Ave. Branch	100.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
	$1,025.00

REPORTS.

The Librarian presented the statistical report for the month of December, 1917, which was received and ordered published.

NEW BUSINESS.

Director Jonas presented the following resolution and moved its adoption.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Resolved, That pending the adoption of the budget for the Public Library for the year 1918, the Secretary be authorized to pay the necessary incidental bills and payrolls for the maintenance of the Library, charging same against the proper appropriations when said appropriations shall have been made.

The President, Director Barr, reported that the new quarters for the Douglas Park Branch on St. Louis avenue near Twelfth street were nearing completion and stated that it would be necessary to purchase a quantity of new furniture to properly fit up this branch.

Director Healy moved that the matter of purchasing new furniture for the Douglas Park Branch be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas—Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

On motion of Director Healy, the Board adjourned.

H. L. Wilson

Secretary.

REPORT OF LIBRARIAN FOR DECEMBER, 1917.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of December was 545,703; for the corresponding month of the previous year 456,035. The circulation was from the following sources:

Central Library	69,248
Branches	329,152
Stations	46,500
Traveling Libraries	78,909
Deposits and Miscellaneous	21,894
	545,703

The following is a summary of the books obtained at the Central Library:

Main Collection	29,598
Open Shelf	29,862
Hughes Room	3,320
Music Room	2,741
Information Desk (Teachers and special cards)	2,154
Miscellaneous	501
Books for the Blind	623
Documents	449
	69,248

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,787	347	3,134
Austin	11,346	342	11,688
Austin High	5,226	....	5 226
Bessemer Park	4,801	252	5,053
Blackstone	9,643	378	10,021
Burr School	6,399	187	6,586
Cornell Square	3,905	117	4,022
Davis Square	2,058	67	2,125
Douglas Park	21,750	856	22,606
Dvorak Park	6,687	138	6,825
Eckhart Park	8,030	425	8,455

Englewood High	2,519	....	2,519
Forestville School	3,120	132	3,252
Fuller Park	5,022	197	5,219
Hamilton Park	7,032	269	7,301
Hamlin Park	5,413	141	5,554
Hardin	4,438	200	4,638
Harrison High	4,427	....	4,427
Hebrew Institute	11,978	835	12,813
Holstein Park	7,129	122	7,251
Humboldt	17,405	1,950	19,355
Independence Park	4,638	209	4,847
Kelly	14,483	328	14,811
Kosciuszko	4,764	106	4,870
Lake View High	2,834	....	2,834
Lewis Institute	15,089	752	15,841
Lincoln Center	7,948	324	8,272
Logan Square	9,799	415	10,214
Mark White Square	5,452	102	5,554
Marshall High	2,211	55	2,266
Morse School	5,054	265	5,319
Ogden Park	9 358	260	9,618
Palmer Park	4,559	137	4,696
Pulaski Park	5,657	50	5,707
Rogers Park	544	2	546
Scanlan School	4,746	50	4,796
Senn High	4,585	....	4,585
Seward Park	7,082	373	7,455
Sheridan	13 520	305	13,825
Sherman Park	6,824	116	6,940
Stanford Park	6,107	182	6,289
Stanton Park	4,207	156	4,363
Sumner School	4,862	181	5,043
Walker	3,250	106	3,356
West 26th Street	12,961	243	13,204
Woodlawn	17,503	743	18,246
Total	329,152	12,415	341,567

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	4,352	234	4,586
Argyle	197	88	285
Armitage	1,586	207	1,793
Assoc. House	1,049	995	2,044
Avondale	2,106	102	2,208
Birchwood	1,407	..	1,407
Butler House	2,895	66	2,961
Cheltenham	1,609	20	1,629
Chicago Ave	1,319	288	1,607
Chicago Lawn	2,478	..	2,478
Cicero Ave	673	..	673
Dauphin Park	1,324	148	1,472
Diversey Ave,	568	180	748
Dunning	1,456	..	1,456
E. Fifty-eighth St.	1,520	728	2,248
East Rogers Park	1,412	256	1,668
E. Sixty-third St.	903	205	1,108
Edison Park	1,071	..	1,071
Fernwood	978	..	978
Gano	1,051	..	1,051
Garfield	1,140	329	1,469
Grand Ave	775	608	1,383
Grand Crossing	1,236	83	1,319
Greenview	696	72	768
Gresham	3,690	17	3,707
Hegewisch	1,026	..	1,026
Hermosa	1,847	..	1,847
Irving Park	590	78	668
Jefferson Park	1,398	..	1,398
Jewish Educ. All	3,183	143	1,326
Larrabee St	1,241	934	3,175
Lawndale	1,743	...	1,743
Longwood	820	..	820
Madison Street	902	879	1,781
Mayfair	1,082	..	1,082
Milwaukee Ave.	452	340	792
Montrose	1,299	..	1,299
Normal Ave	420	97	517
North Clark St	901	324	1,225
Norwood Park	412	..	412
Park Manor	1,335	248	1,583
Paulist Settlement	187	..	187
Ravenswood	1,462	180	1,642
Rogers Park	3,393	59	3,452
South Shore	679	66	745
S. Western Ave.	1,008	507	1,515
Southport Avenue	531	180	711
Thirty-first St	895	859	1,754
Wakeford	1,103	101	1,204
Washing'n Heights	1,047	..	1,047
West Brighton	883	..	883
West Englewood	736	..	736
West Harrison St.	1,267	685	1,952
West Pullman	1,661	..	1,661
West Ravenswood	2,003	175	2,178
W. Sixteenth St.	3,026	432	3,458
West Twelfth St.	2,886	2,946	5,832
Total	78,909	13,859	92,768

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	329,152	12,415	341,567
Traveling Libraries	78,909	13,859	92,768
Business House Deposits	20,662	1,357	22,019
Miscellaneous References	1,232	.....	1,232
Total	429,955	27,631	457,586

Of the 46,500 books supplied through the Stations Department, 12,415 were sent to 41 branches and 34,085 to 62 stations. The books supplied for the same month of the preceding year numbered 68,254 volumes.

The circulation department was open on 25 week days. The daily average week day circulation was 21,828.

REFERENCE ROOM.

Number of books issued from stacks.....31,272
Number of recorded visitors.....12,723

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 4,187. Visitors, 1,010.

HUGHES ROOM.

Volumes circulated, 3,320; pictures circulated, 1,957; visits from school classes, 0; recorded visitors, 3,055. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,210. Newspapers, 425. Visitors, 1,297.

CIVICS ROOM.

Magazines issued, 2,476; directories consulted, 2,950; bound documents used, 1,701; books, 671; pamphlets, 9,165; visitors, 6,109.

STUDY ROOM

Volumes consulted, 1,518. Visitors, 3,001.

READING ROOM.

Periodicals issued at the counter at Central Library, 11,407. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 103,938.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,765; issued in December of the previous year, 6,188.

Number of juvenile cards issued, 1,908; research cards, 2; vacation cards, 0; teachers' cards, 102. The number of three-year cards outstanding is 211,766.

BINDERY DEPARTMENT.

Number of books at binderies December 1, 1917	6,380
Number of books sent to binderies in December, 1917	5,522
Total number of books at binderies in December, 1917	11,902
Number of books received from binderies in December, 1917	4,436
Number of books at binderies January 1, 1918	7,466
Number of books repaired in Library in December, 1917	3,807

GROWTH OF THE LIBRARY.

The total number of volumes in the Library January 1, 1918, was 859,544. Received since June 1, 1917, 71,471; since December 1, 1917, 7,691. Books worn out and discarded since June 1, 1917, 19,701; since December 1, 1917, 2,838. Books lost and paid for since June 1, 1917, 1,595; since December 1, 1917, 244. Books found and money refunded since June 1, 1917, 145; since December 1, 1917, 30.

C. B. RODEN,
Asst. Librarian.

CHICAGO, January 7, 1918.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JANUARY 28, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Schick, Shutter, Jonas and Tollkuehn.

Absent—Directors Gessler, Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held January 14, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Albert Detch, requesting the Board to establish a branch or deposit station in the vicinity of the Thorp School, located at No. 8915 Burley avenue.

Referred to the Committee on Library.

The following communication was received and ordered placed on file:

"City of Chicago,
"Dept. of Finance,
"Jan. 24, 1918.

"Mr. H. G. Wilson,
"Secretary Chicago Public Library,
"Randolph St. & Michigan Av.,
"Chicago, Ill.

"Dear Sir:—You are respectfully advised that the taxes of 1917 for the Public Library, extended by the County Clerk as per his official certification of assessed valuations and rates, is as follows:

"Valuation $1,062,959,802;
"Rate .08 per $100;
"Tax $850,367.84.

"Respectfully yours,
"L. E. GOSSELIN,
"*Deputy Comptroller.*"

The following communication was received and referred to the Committee on Buildings and Grounds:

"City of Chicago,
"Committee on Finance,
"City Hall,
"Jan. 28, 1918.

"To the Honorable,
"The Board of Directors,
"Chicago Public Library.

"Gentlemen:—I am instructed by the Committee on Finance to take up with you the question of the operation of the Public Comfort Stations at Garland court and Washington street and Randolph street, and to request that you take over this activity and care for same.

"Yours very truly,
"JOHN A. RICHERT,
"*Chairman Committee on Finance.*"

Director Jonas, Chairman of the Committee on Library, presented a report requested at the last meeting of the Board from the Superintendent of Branches on the establishment of a branch in the vicinity of Union avenue and West Forty-fifth street.

Consideration of the report was deferred.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1240 vols., 62 pamphlets,	$1610.00
Branch Collection:	5405 vols.,	4636.00
High School Collection:	152 vols.,	170.00
Deposit Collection:	1416 vols.,	1411.00
Rental Collection:	66 vols.,	63.00
Kelly Fund:	618 vols.,	621.00
	8897 vols.,	$8511.00

Respectfully submitted,
EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Jan. 28, 1918.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration begs leave to report that in accordance with the instructions of the Board requisitions have been duly made upon the Civil Service Commission for seven Senior Library Assistants, Grade II; four Principal Library Assistants, Grade III, and seven Head Library Assistants, Grade IV, to fill vacancies. Since this number does not cover all of the names of persons eligible for appointment, but is limited to correspond with the number of vacancies at present existing on the staff, it now becomes necessary to designate by name the persons to be appointed to the several vacancies as certified.

It is therefore recommended that the following appointments be made, to date from the date of certification by the Civil Service Commission:

From Grade I to Grade II.

Adelaide Post, Sara Kerns, Ruth

Chandler, B. Rosalie Beale, Eva Cella, Jennie Smock and Ruth Goldstone.

From Grade II to Grade III.

Gertrude Husenetter, Katherine Brady, Kate Chase and Irma Snyder.

From Grade III to Grade IV.

Olive Pillsbury, Minnie Clark, Jessie Woodford, Emily T. Larson, Caroline Bernhardt, Margaret O'Shaughnessy and Bird Morrison.

Your Committee further recommends that during the months of February and March, in which falls the heaviest period of the year's work, the Librarian be authorized to suspend the activities of the Training Class and to employ the members thereof as temporary junior assistants, Grade I, for the period above mentioned, subject to the approval of the Civil Service Commission.

The following resignations have been received by your Committee and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages—Horace Meredith, January 19; James Miller, January 9; William H. Monsson, January 25.

Window washer—Frederick Jacobsen, January 18.

It is further recommended that leaves of absence be granted as follows:

Roey Cowen, senior library assistant, six months from September 7, 1917.

Lorette Jenks, senior library assistant. one month from January 26.

Erva Romaine, senior library assistant, two months from January 11.

Alice E. Shutter, junior library assistant, one month from February 1.

Florence Voight, janitress, extension of leave for one month from January 20.

Your Committee further recommends that authority be granted for the employment of a mosaic setter for a period of not longer than four weeks at a sum not to exceed $4.50 per day.

Respectfully submitted,

R. G. Shutter,
Frank F. Tollkuehn,
James J. Healy,
Committee on Administration.

Chicago, Jan. 28, 1918.

NEW BUSINESS.

Director Jonas called up the communication of the Superintendent of Branches, action on which had been deferred, and, after discussion, the communication was referred to the Committee on Library.

Director Healy moved that when the Board adjourns it adjourn to meet at three o'clock p. m. Saturday, February 2, 1918.

Carried.

On motion of Director Healy, the Board adjourned.

H. L. Wilson
Secretary.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

ADJOURNED REGULAR MEETING.

CHICAGO, SATURDAY, FEBRUARY 2, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Schick, Jonas, Gessler and Tollkuehn.

Absent—Directors Shutter, Beroth and Cuneo.

There being no objections, the regular order of business was taken up.

COMMUNICATIONS.

Communications were received as follows:

A petition for a branch library to be located in the territory bounded by California avenue on the East, Austin on the West, Chicago avenue on the South and Fullerton avenue on the North, signed by the principals of seven schools in the territory named.

Referred to the Committee on Library.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, recommended on behalf of the Committee that an order be given to C. A. Taylor Trunk Works for 36 telescopes for use in the delivery station department at a cost of $5.50 each; this being the lowest proposal received.

The recommendation was concurred in as follows:

Yeas—Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

NEW BUSINESS.

The Secretary presented the following statement of the receipts and expenditures of the Library Fund for the year ended December 31, 1917:

LIBRARY FUND

Statement of Receipts and Expenditures

January 1, 1917, to December 31, 1917

RECEIPTS

Balance cash on hand January 1, 1917	$ 24,735.99	
Taxes 1914 and prior	2,060.81	
Taxes 1915	15,259.97	
*Taxes 1916	514,060.06	
Unclaimed wages and pay-roll adjustment	11.96	
Miscellaneous receipts	14,171.28	
Anticipation tax warrants 1917	70,000.00	
Interest on monthly balances	785.25	
		$641,085.32

EXPENDITURES

Salaries—Main Library	$235,732.46	
Salaries—Branches	113,974.59	
Salaries—Delivery and Deposit Stations	11,658.60	
Delivery Stations—miscellaneous	6.549.93	
Branches—miscellaneous	14.707.11	
Books	116,027.09	
Binding	38,297.25	
Finding lists	2,340.98	
Printing and stationery	10,176.39	
Newspapers and periodicals	11,125.00	
Miscellaneous expense	5,275 92	
Fuel	14,507.96	
Heating and generating plant	2,047.97	
Electric supplies and repairs	1,582.89	
Elevator supplies and repairs	298.46	
Janitors' expense	1,570.73	
Furniture and fixtures	10,843.23	
Insurance	3,618 56	
Freight and expressage	262.10	
Postage	2,587.90	
Books lost and paid for refunds	267.29	
Repairs, alterations and improvements	36,227.52	
Interest	436.45	
		640,116.38
Balance cash on hand		$ 968.94

KELLY BRANCH FUND

Receipts and Expenditures

January 1, 1917, to December 31, 1917

RECEIPTS

Income Kelly Fund	$10,695.00	
Interest on bank balances	35.93	
Transferred from Kelly Branch Fund 1916	294.85	
		$11,025.78

EXPENDITURES

Books	$ 1,421.93	
Periodicals	268.26	
Binding	612.46	
Salaries	7,360.85	
Heat and light	843.16	
Special assessments for paving	457.10	
Miscellaneous expense	62.02	
		$11 025.78

* Returns from County Collector on taxes of 1916 incomplete.

Balance outstanding	$62,275.75
Reserve for losses and costs	30,000 00
Estimated available balance	$32,275.75

Also a statement of estimated receipts and expenditures for the year 1918; the statements being submitted as the basis for the budget for 1918.

Director Healy moved that the Board resolve itself into a Committee of the whole to consider the budget of the Library for the year 1918.

Carried.

After consideration of the items *seriatim*, on motion of Director Jonas the Committee rose and the Board resumed regular session.

Director Jonas presented the following recommendations of the Committee of the whole:

Whereas, The Public Library Employés Pension Fund is organized under an act of the General Assembly of the State of Illinois providing for the formation and disbursement of a Public Library Employés Pension Fund in cities having a population exceeding 100,000 inhabitants, and

Whereas, Said act provides that the Board of Directors of the Public Library shall create such pension fund which shall consist of amounts to be retained from salaries from the wages of such employés as voluntarily become contributors thereto and such miscellaneous receipts as the Board of Directors of the Public Library shall determine,

Resolved, That this Board does hereby set aside for such employés pension fund

for the year 1918 all moneys collected from book-borrowers as fines for retaining books longer than the by-laws and regulations of the Board prescribe; said moneys to be paid monthly to the City Treasurer, and the Secretary of this Board is hereby authorized to pay over to the City Treasurer all moneys received as fines in accordance with the above resolution until further action of this Board.

Also the following as the budget for the year 1918.

ESTIMATED RECEIPTS 1918.

Library Fund:		
Balance cash in Treasurer's hands		$ 968.94
Taxes 1916 uncollected	$ 62,285.12	
Less reserve for loss and costs	30,000.00	32,285.12
Taxes 1917: 8/10 of a mill on each dollar of the equalized assessed valuation $1,062,959,802	850,367.84	
Less reserve for loss and costs	42,500.00	
	807,867.84	
Less anticipation tax warrants sold in 1917	70,000.00	737,867.84
Taxes 1915 and prior		1,000.00
Miscellaneous receipts		4,000.00
Interest on balances in Treasurer's hands		750.00
Fines		25,000.00
		801,871.90
Less fines turned over to pension fund		25,000.00
Total for library fund		$776,871.90
Trust Funds:		
Hiram Kelly Fund:		
Income from bonds	10,695.00	
Interest on bank balances	50.00	
Total		10,745.00
Ryder Fund:		
Balance in bank	127.24	
Income from bonds	400.00	
Interest on bank balances	5.00	
Total		532.24
Beecher Fund:		
Balance in bank	3.47	
Income from bonds	80.00	
Interest on bank balances	1.53	
Total		85.00
Jackson Fund:		
Balance in bank	106.18	
Income from bonds	50.00	
Interest on bank balances	3.82	
Total		160.00
Grand Total		$788,394.14

ESTIMATED EXPENDITURES 1918.

Library Fund:

Account:

A	Salaries, main library	$400,000.00
B	Salaries, branches	
C	Salaries, deposits and delivery stations	
D	Delivery stations, miscellaneous: Gasoline, oil and grease, tires, repair parts, storage, supplies and tools, and misc. for care and maintenance of five delivery trucks, one touring car, one runabout, signs, trunks and telescopes, new delivery truck	7,300.00
E	Branches, miscellaneous: Rents, coal, light, telephone and misc	19,000.00
F	Books (including Library of Congress cards)	110,000.00
G	Binding	45,000.00
H	Finding lists: Monthly bulletins, 6,500 copies. Young People's list (reprint), new lists	3,500.00
I	Printing and stationery: Printed forms, cards, paper, pencils, ink, twine, catalog cards, printed material, mounting paper, rubber stamps and stationery of all description	12,000.00
J	Newspapers and periodicals	12,500.00
K	Miscellaneous: Telephone, towel and laundry work, ice, typewriter and multigraph repairs, toilet soap and paper, boxes, street cleaning and sprinkling, linen and towels, audit, inspection fees, etc., etc	5,000.00
L	Fuel, coal main building only	20,000.00
M	Heating and generating plant: Oils, repairs, etc., power plant	2,000.00
N	Electric supplies and repairs	1,000.00
O	Elevator supplies and repairs	1,000.00
P	Janitor expense: Cleaning, soap and soap powder, cheese-cloth and scrubbing rags, brooms, mops, sponges, dusters, etc., hardware, pails, etc., paints and oils, misc. repair items	2,000.00
Q	Furniture and fixtures: Desks, card cabinets, chairs, bulletin boards, magazine racks, typewriters and stands, bookstacks, misc. furniture for main library and branches	8,000.00
R	Insurance: Compensational and general liability, fire insurance on sundry branches, binderies, etc., contents main library	3,500.00
S	Freight and expressage	400.00
T	Postage	3,500.00
U	Books lost and paid for—refunds	300.00

V	Repairs, alterations and improvements: Dome and roof repairs, tuckpointing, roof tile, glass, plumbing, doors, linoleum, delivery room third floor, air washer repairs, downspout and pipe repairs, tempering coils "inlet A", grates for boilers, special assessments, ventilating system, Woodlawn Branch, sundry repairs	15,000.00
V-1,	Branch library building and grounds	100,000.00
W	Interest (tax warrants 1917)	1,000.00
	Contingent	4,871.90
	Total Library Fund	$ 776,871.90

Trust Funds:

Hiram Kelly Fund Income:	
For maintenance of the Hiram Kelly Branch Library	$ 10,745.00
Ryder Fund Income:	
For books, arts and crafts	532.24
Beecher Fund Income:	
Books, music	85.00
Jackson Fund Income:	
Books for the blind	160.00
Grand Total	$788,394.14

Director Jonas moved the adoption of the recommendations of the Committee of the Whole.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

On motion of Director Jonas, the Board adjourned.

A. R. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 11, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Jonas and Tollkuehn.

Absent—Directors Gessler, Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held January 28 and the adjourned regular meeting held February 2, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From A. B. Wight, Principal of the Howland School, requesting the Board to establish a station in the store located at 1559 South Turner Avenue.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Tollkuehn and the President—6.

Nays—None.

B. F. Stevens & Brown, books (£41/5/6-est)	$ 202.00
A. C. McClurg & Co., books	6,067.03
C. V. Ritter, books	248.80
A. L. A. Publishing Board, books	95.00
Rand, McNally & Co., books	32.00
A. Kroch & Co., books	29.34
Forbes Magazine, books	25.00
Moody Manual Co., book	25.00
Clayton F. Summy Co., music	19.20
National Society, Daughters of American Revolution, books	16.00
B. F. Bowen & Co., books	8.00
Independent Salt Co., books	7.50
State Council of Defense, books	5.00
National, Conference of Charities and Correction, subscription and pamphlets	4.83
Chicago Directory Co., books	3.00
H. W. Wilson Co., periodicals	514.60
Thomas Nelson & Sons, subscription	10.00
Brabandt & Valters Book Binding Co., binding	1,101.05
Geo. E. Koehler & Son, binding	722.44

Burgmeier Book Bindery, binding	340.15
Northwestern Bindery, binding	263.52
Joseph Flucke & Son, binding	255.42
Arabol Mfg. Co., glue	14.30
John Seybold, gold marking	95.94
Tucker-Kenworthy Co., printing	93.55
Dwight Bros. Paper Co., paper	57.23
James White Paper Co., paper	31.68
Bradner Smith & Co., paper	109.42
Swigart Paper Co., paper	40.38
J. W. Butler Paper Co., paper	13.50
Gaw-O'Hara Envelope Co., envelopes and pockets	87.77
James Watson & Co., printing	86.25
Cameron, Amberg & Co., stationery and printing	45.01
Max Stern's Sons, printing	12.75
J. Manz Engraving Co., halftone	4.80
Ameriean Multigraph Sales Co., elite type	3.20
Geo. E. Cole & Co., stationery	86.07
Dennison Mfg. Co., labels	27.89
United Dealers Buying Co., inks	9.00
Tablet & Ticket Co., gummed letters	2.01
M. B. Cook Co., typewriting ribbon coupons	31.50
Remien & Kuhnert Co., shellac	6.50
Universal Stamp & Stencil Works, rubber stamps	19.60
H. G. Wilson, Sec'y, cash expenditures, Jan., 1918	340.79
	$11,214.02

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Tollkuehn and the President—6.

Nays—None.

List of bills to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$ 48.17
H. W. Wilson Co., subscriptions	15.00
Geo. E. Koehler & Son, binding	23.76
The Northwestern Bindery, binding	11.54
Brabandt & Valters Book Binding Co., binding	2.04
	$100.51

Rental Collection.

A, C. McClurg & Co., books	67.59

Ryder Fund.

Architectural Book Publishing Co., books	4.05

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	868 vols., 74 pamphlets,	$ 840.00
Branch Collection:	4543 vols.,	3883.00
High School Collection:	79 vols.,	80.00
Deposit Collection:	525 vols.,	443.00
Reserve Collection:	87 vols,,	124.00
Kelly Collection:	237 vols.,	181.00
Ryder Collection:	1 vol.,	4.00
Rental Collection:	33 vols,,	33.00
	6373 vols.,	$5588.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $83.06, be paid from the incidental fund.

Respectfully submitted,

EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Feb. 11, 1918.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration begs leave to make the following recommendations:

That the Librarian be authorized to make requisition on the Civil Service Commission for one senior assistant at $65.00 per month and one junior assistant at $50.00 per month, pending examination.

Also, that the following requests for leaves of absence be granted:

Jennie TenCate, junior assistant, three months from February 11.

Gertrude Ahern, junior assistant, six weeks from February 27.

Byrl Jorgensen, junior assistant, extension of leave for two weeks from February 5.

N. A. Anderson, carpenter, extension of leave for one month from February 3.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
Committee on Administration.

CHICAGO, Feb. 11, 1918.

He, also, presented the following list of vacancies and appointments for January, 1918, which was received and ordered published.

Joseph Alexander, page, appointed temp. January 7, $420 per year.

Charles Basile, page, separated January 16.

Dorothy Bastin, senior library assistant, resigned January 2.

Henry Bauer, page, appointed temp. January 21, $420 per year; separated January 23.

B. Rosalie Beale, junior library assistant, appointed senior library assistant January 26, $780 per year (Promotional).

Rena M. Bendorf, junior library assistant, appointed temp. January 29, $480 per year.

James Berardo, page, transferred to City Hall January 20.

Simon Berezin, page, appointed temp. January 24, $420 per year.

Elizabeth Bergquist, junior library assistant, appointed temp. January 2, $480 per year.

Sadie Bernstein, library typist, resigned January 2.

Genevieve Bond, junior library assistant, appointed temp. January 29, $480 per year.

Harold Bowler, page, separated January 25.

Katherine E. Brady, senior library assistant, appointed principal library assistant January 26, $1080 per year (Promotional).

Sam Branson, page, separated January 6.

Alvin Broshkewitz, page, appointed temp. January 21, $420 per year.

Eva C. Cella, junior library assistant, appointed senior library assistant January 26, $780 per year (Promotional).

Ruth Chandler, junior library assistant, appointed senior library assistant January 26, $780 per year (Promotional).

Minnie S. Clark, principal branch librarian, appointed head library assistant January 26, $1320 per year.

May Cogdal, junior library assistant, appointed temp. January 9, $480 per year; separated January 15.

Edward Cullinan, page, appointed temp. January 16, $420 per year.

Anna L. Cylkowski, senior library assistant, resigned January 2.

Myrtle Dahmke, junior library assistant, appointed temp. January 29, $480 per year.

Henry Davis, page, separated January 6.

Florence Davison, junior library assistant, appointed temp. January 29, $480 per year.

Michael DeFriere, page, transferred to City Hall January 15.

José Delgado, page, appointed temp. January 9, $420 per year; separated January 25.

Marjorie Drury, junior library assistant, appointed temp. January 29, $480 per year.

Vincent R. Duvigneaud, page, appointed temp. January 29, $420 per year.

Rose Eck, junior library assistant, appointed temp. January 2, $480 per year.

Maurice Eisenstein, page, appointed temp. January 9, $420 per year; separated January 13; appointed temp. January 17, $420 per year.

Olive C. Enos, junior library assistant, appointed temp. January 29, $480 per year.

Walter A. Faerber, senior library assistant, separated January 20; transferred to City Hall January 20.

Ida Fagen, junior library assistant, appointed temp. January 29, $480 per year.

Jack Fineman, page, appointed temp.

January 9, $420 per year; separated January 11.

Max Fink, page, separated January 18.

Louis Fox, page, appointed temp. January 31, $420 per year.

Joe Friedman, page, separated January 6.

Abraham Gertzwolf, page, appointed temp. January 2, $420 per year.

Ruth Goldstone, junior library assistant, appointed senior library assistant January 26, $780 per year (Promotional).

Israel Goodman, page, appointed temp. January 22, $420 per year.

Alfred P. Gyving, page, separated January 2.

Lillian Hagboldt, junior library assistant, appointed temp January 3, $480 per year.

George Hajduk, window washer, appointed January 11, $960 per year.

Alice Hannan, junior library assistant, appointed temp. January 29, $480 per year.

Lawrence Harrison, page, appointed temp. January 9, $420 per year.

Olive Hartley, junior library assistant, appointed temp. January 29, $480 per year.

Gertrude Hayes, junior library assistant, appointed temp. January 29, $480 per year.

Clarence Herda, page, appointed temp. January 30, $420 per year.

Frank Heuberger, page, appointed temp. January 18, $420 per year; separated January 24.

Gertrude L. Husenetter, senior library assistant, appointed principal library assistant January 26, $1080 per year (Promotional).

Melvin Jackson, page, appointed temp. January 9, $420 per year; separated January 11.

Frederick Jacobsen, window washer, resigned January 18

Helen Kasmar, junior library assistant, resigned January 1.

Sara J. Kerns, junior library assistant, appointed senior library assistant January 26, $780 per year (Promotional).

Abe Kochman, page, appointed temp. January 23, $420 per year.

Elizabeth Kruk, junior library assistant, appointed temp. January 10, $480 per year.

Addie Lawler, junior library assistant, appointed temp. January 10, $480 per year.

Samuel Levinson, page, separated January 2.

Selma Levinson, junior library assistant, appointed temp. January 29, $480 per year.

Florence McKenzie, janitress, appointed temp. January 29, $780 per year.

Allen J. McPhail, page, appointed temp. January 24, $420 per year.

Thomas Mahoney, page, separated January 6.

Edith G. Marks, junior library assistant, appointed temp. January 14, $480 per year.

Robert J. Marx, page, appointed temp. January 11, $420 per year; separated January 24.

Alma Melchior, junior library assistant, appointed temp. January 30, $480 per year.

Horace Meredith, page, resigned January 19.

Theodore Mergen, page, appointed temp. January 29, $420 per year.

James Miller, page, resigned January 9.

Lillian Moll, junior library assistant, appointed temp. January 29, $480 per year.

William Monsson, page, resigned January 25.

Catherine Murphy, janitress, separated January 27.

Ed Murphy, elevator operator, appointed temp. January 10, $960 per year; separated January 20.

Juliet Norkin, junior library assistant, appointed temp. January 29, $480 per year.

Raymond Oberndorf, page, separated January 25.

Philip Oliver, page, separated January 2.

Amy Peck, junior library assistant, appointed temp. January 29, $480 per year.

Mary E. Pfeil, junior library assistant, appointed temp. January 7, $480 per year.

Olive E. Pillsbury, principal branch librarian, appointed head library assistant January 26, $1320 per year.

Marjorie Porter, junior library assist-

ant, appointed temp. January 29, $480 per year.

Adelaide V. Post, junior library assistant, appointed senior library assistant January 26, $780 per year (Promotional).

Ida Rappeport, junior library assistant, separated January 6.

Theodore C. Remer, page, appointed temp. January 21, $420 per year.

Nathan Remington, page, separated January 10.

Bennie Rudy, messenger, resigned January 2.

Arthur Schaefer, page, appointed temp. January 2, $420 per year; separated January 6.

Victor Schulz, page, appointed temp. January 14, $420 per year.

Henry Sedewarft, page, appointed temp. January 11, $420 per year; separated January 21.

Agathe Shea, junior library assistant, appointed temp. January 29, $480 per year.

Leonard Sher, page, appointed temp. January 8, $420 per year.

Blanche Skirven, junior library assistant, appointed temp. January 29, $480 per year.

Jennie Smock, junior library assistant, appointed senior library assistant January 26, $780 per year (Promotional).

David Snyder, page, separated December 29.

Morris Suslick, page, appointed temp. January 24, $420 per year.

Florence Sweet, junior library assistant, appointed temp. January 29, $480 per year.

Francis B. Thiele, page, appointed January 16, $420 per year.

Minnie Timian, junior library assistant, appointed temp. January 29, $480 per year.

Gertrude Van Straaten, junior library assistant, appointed temp. January 29, $480 per year.

Maurice Warren, page, separated January 17.

Esther Wentworth, junior library assistant, appointed temp. January 29, $480 per year.

Ralph Wentz, page, appointed temp. January 22, $420 per year.

Vivian S. Wetmore, page, appointed temp. January 3, $420 per year.

Agnes Willmarth, junior library assistant, appointed temp. January 10, $480 per year.

Jessie M. Woodford, principal cataloger, appointed head library assistant January 26, $1320 per year (Promotional).

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Tollkuehn and the President—6.

Nays—None.

Isenstein & Eisenstein, rent, Douglas Park Branch	$ 200.00
Wm. E. Dever, rent, Sheridan Branch	170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
Louis Solomon, rent, North Ave. Branch	100.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Consumers Co., coal for branches	190.00
Commonwealth Edison Co., electric current, branches	189.67
Chicago Telephone Co., telephone service	109.27
Toll Bros. Laundry, laundering towels	62.06
Individual Towel & Cabinet Service Co., clean towel supply	19.50
Haegele Ice Co., ice	11.93
D. Corrado, scissors	12.00
Allen Filter Service, water bottles	4.00
Bullard & Gormley Co., hardware	3.96
Morton Salt Co., rock salt	7.50
H. Schultz & Co., filing boxes	30.75
Jahn & Ollier Engraving Co., photos	5.00
Pottinger-Flynn Coal Co., coal	2,590 12
Krueger Cartage Co., hauling coal	85 56
Pennsylvania Flexible Metallic Tubing Co., tubing	27.35
O. C. Keckley Co., steam supplies	12.85
Crandall Packing Co., friction rings	11.90
Gallaher & Speck, repairing fire tools	10.05
Hollow Center Packing Co., gaskets	6.25
Citizens Street Cleaning Bureau, Inc., removing cinders	116.22
Western Electric Co., mazda lamps	90.72
Inland Electric Co., batteries and lamps	4.33
Cudahy Packing Co., soap powder	83.38
James S. Kirk & Co., soap	20.40

Northwestern Broom Works, brooms	24.00
Garden City Sand Co., sand, lime and cement	5.70
Fuller-Morrisson Co., ammonia	5.60
Peck & Hills Furniture Co., furniture	153.00
Newton & Hoit Co., furniture	73.27
Library Bureau, cabinet and cards	71.42
The Lamson Co., carriers	15.55
John J. Keenan & Co., moving counter	5.00
L. Wolff Mfg. Co., plumbing supplies	3.97
Standard Oil Co., gasoline	149.53
Valvoline Oil Co., oil	21.05
Swinehart Tire & Rubber Co., rubber tire	50.54
Wright Cooler & Hood Mfg. Co., repairs	15.30
Bosch Magneto Co., repairing magneto	13.02
Chicago Republic Truck Co., automobile parts	10.08
Beckley-Ralston Co., automobile supplies	8.36
Milwaukee Avenue Garage, auto storage	13.00
H. G. Wilson, cash expenditures, Jan., 1918	158.53
	$5,526.69

He, also, presented the following list of bills for maintenance of the Kelly Branch Library and moved that the bills be paid from the Kelly Branch fund.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Tollkuehn and the President—6.

Nays—None.

Commonwealth Edison Co., current	$ 27.89
Consumers Co., coal	219.40
Chicago Telephone Co., telephone	3.75
Hocking & Penhallegon, hardware	1.90
	$252.94

NEW BUSINESS.

The President called up the question presented to the Committee on Administration by Mr. Louis E. Gosselin, Deputy Comptroller, in reference to the Library taking over the care and maintenance of the Municipal Reference Library. After discussion the matter was referred to the Committee on Administration for investigation and report.

REPORTS.

The Assistant Librarian presented the statistical report for the month of January, 1918, which was received and ordered published.

On motion of Director Tollkuehn, the Board adjourned.

H. G. Wilson
Secretary.

REPORT OF LIBRARIAN FOR JANUARY, 1918.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of January was 584,538; for the corresponding month of the previous year 523,112. The circulation was from the following sources:

Central Library	79,133
Branches	353,634
Stations	41,090
Traveling Libraries	83,555
Deposits and Miscellaneous	27,126
	584,538

The following is a summary of the books obtained at the Central Library:

Main Collection	33,389
Open Shelf	35,386
Hughes Room	3,422
Music Room	2,819
Information Desk (Teachers and special cards)	2,531
Miscellaneous	523
Books for the Blind	618
Documents	445
	79,133

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	3,081	218	3,299
Austin	13,658	345	14,003
Austin High	3,849	....	3,849
Bessemer Park	5,380	179	5,559
Blackstone	10,602	395	10,997
Burr School	6,440	192	6,632
Cornell Square	4,766	59	4,825
Davis Square	2,077	50	2,127
Douglas Park	23,411	664	24,075
Dvorak Park	7,186	74	7,260
Eckhart Park	8,414	276	8,690
Englewood High	1,840	....	1,840
Forestville School	2,114	41	2,155
Fuller Park	6,087	90	6,177
Hamilton Park	8,092	200	8,292
Hamlin Park	6,007	126	6,133
Hardin	5,261	203	5,464
Harrison High	3,943	....	3,943
Hebrew Institute	12,415	939	13,354
Holstein Park	7,869	157	8,026
Humboldt	19,257	1,753	21,010
Independence Park	2,444	120	2,564
Kelly	16,114	295	16,409
Kosciuszko	5,250	97	5,347
Lake View High	2,948	....	2,948
Lewis Institute	16,238	775	17,013

Lincoln Center	9,426	296	9,722
Logan Square	11,229	419	11,648
Mark White Square	5,817	80	5,897
Marshall High	1,893	40	1,933
Morse School	5,251	180	5,431
Ogden Park	10,015	183	10,198
Palmer Park	5,133	64	5,197
Pulaski Park	5,598	51	5,649
Rogers Park	7,139	75	7,214
Scanlan School	2,979	43	3,022
Senn High	3,226	....	3,226
Seward Park	8,137	326	8,463
Sheridan	15,762	298	16,060
Sherman Park	7,277	67	7,344
Stanford Park	6,474	155	6,629
Stanton Park	4,172	144	4,316
Sumner School	5,040	185	5,225
Walker	3,731	112	3,843
West 26th Street	10,443	180	10,623
Woodlawn	20,149	663	20,812
Total	353,634	10,809	364,443

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	5,074	189	5,263	East Rogers Park	1,479	199	1,678
Argyle	329	82	411	E. Sixty-third St.	1,112	153	1,265
Armitage	1,753	229	1,982	Edison Park	1,448	..	1,448
Ashburn	48	..	48	Fernwood	978	..	978
Assoc. House	1,264	982	2,246	Gano	1,122	..	1,122
Avondale	2,163	98	2,261	Garfield	1,458	299	1,757
Birchwood	1,686	..	1,686	Grand Ave.	971	532	1,503
Butler House	3,572	64	3,636	Grand Crossing	1,517	42	1,559
Cheltenham	1,906	50	1,956	Greenview	936	89	1,025
Chicago Ave.	1,698	292	1,990	Gresham	4,075	28	4,103
Chicago Lawn	2,434	..	2,434	Hegewisch	1,293	..	1,293
Cicero Ave	854	..	854	Hermosa	1,877	..	1,877
Dauphin Park	1,144	71	1,215	Irving Park	815	55	870
Diversey Ave.	1,002	118	1,120	Jefferson Park	1,557	..	1,557
Dunning	1,655	..	1,655	Jewish Educ. All	..	172	172
E. Fifty-eighth St.	414	169	583	Larrabee St	1,615	826	2,441

	Direct	Stations	Total
Lawndale	1,950	...	1,950
Longwood	833	..	833
Madison Street	1,210	798	2,008
Mayfair	1,233	..	1,233
Milwaukee Ave.	543	299	842
Montrose	1,745	..	1,745
Normal Ave	666	102	768
North Clark St	1,052	288	1,340
Norwood Park	595	..	595
Park Manor	1,536	183	1,719
Paulist Settlement	406	..	406
Ravenswood	1,848	195	2,043
South Shore	979	61	1,040
S. Western Ave.	1,039	482	1,521
Southport Avenue	699	133	832
Thirty-first St	1,102	705	1,807
Wakeford	1,813	76	1,889
Washing'n Heights	671	..	671
West Brighton	791	..	791
West Englewood	1,445	..	1,445
West Harrison St.	1,637	628	2,265
West Pullman	2,444	..	2,444
West Ravenswood	2,204	175	2,379
W. Sixteenth St.	3,121	361	3,482
West Twelfth St.	2,744	2,672	5,416
Total	83,555	11,897	95,452

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	353,634	10,809	364,443
Traveling Libraries	83,555	11,897	95,452
Business House Deposits	25,892	1,327	27,219
Miscellaneous References	1,234	.....	1,234
Total	464,315	24,033	488,348

Of the 41,090 books supplied through the Stations Department, 10,809 were sent to 41 branches and 30,281 to 64 stations. The books supplied for the same month of the preceding year numbered 73,196 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 22,482.

REFERENCE ROOM.

Number of books issued from stacks 35,799
Number of recorded visitors 14,896

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 5,080. Visitors, 1,191.

HUGHES ROOM.

Volumes circulated, 3,422; pictures circulated, 1,397; visits from school classes, 0; recorded visitors, 3,738. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 5,085. Newspapers, 493. Visitors, 1,441.

CIVICS ROOM.

Magazines issued, 2,536; directories consulted, 3,002; bound documents used, 1,510; books, 832; pamphlets, 10,140; visitors, 6,532.

STUDY ROOM

Volumes consulted, 2,607. Visitors, 4,715.

READING ROOM.

Periodicals issued at the counter at Central Library, 12,610. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 127,446.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,815; issued in January of the previous year, 8,169.

Number of juvenile cards issued, 1,582; research cards, 4; vacation cards, 0; teachers' cards, 123. The number of three-year cards outstanding is 210,841.

BINDERY DEPARTMENT.

Number of books at binderies January 1, 1918	7,466
Number of books sent to binderies in January, 1918	6,753
Total number of books at binderies in January, 1918	14,219
Number of books received from binderies in January, 1918	5,485
Number of books at binderies February 1, 1918	8,734
Number of books repaired in Library in January, 1918	5,673

GROWTH OF THE LIBRARY.

The total number of volumes in the Library February 1, 1918, was 862,523. Received since June 1, 1917, 80,251; since January 1, 1918, 8,780. Books worn out and discarded since June 1, 1917, 22,262; since January 1, 1918, 2,561. Books lost and paid for since June 1, 1917, 1,784; since January 1, 1918, 189. Books found and money refunded since June 1, 1917, 154; since January 1, 1918, 9.

C. B. RODEN,
Asst. Librarian.

CHICAGO, February 11, 1918.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, FEBRUARY 25, 1918.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Gessler and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held February 11, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

Communication from the Corporation Counsel, which was received and ordered published:

"City of Chicago, Dept. of Law.
"February 13, 1918.

"*Harry G. Wilson, Esq.*,
"*Secretary Board of Directors,*
"*Chicago Public Library.*

"*Dear Sir:*—Please take notice that the following described territory, formerly within the Town of Stickney, has been annexed to the City of Chicago, and is now a part of the 29th Ward:

"The southwest quarter (S. W. ¼) of Section Seventeen (17), Township thirty-eight (38) North, Range thirteen (13), East of the Third Principal Meridian; also the north half (N. ½) of the northwest quarter (N. W. ¼) of Section twenty (20), Township thirty-eight (38) North, Range thirteen (13), East of the Third Principal Meridian.

"With regard to the attempted annexation of a portion of Norwood Park, the Superior Court has entered an order for a temporary injunction restraining the City from assuming jurisdiction. You will therefore please take notice that nothing further should be done in your department towards assuming jurisdiction of the Norwood Park territory, which was to be annexed by ordinance of December 17, 1917.

"Yours truly,
"Leon Hornstein,
"*Ass't Corporation Counsel.*

"Approved: Samuel Ettelson,
"*Corporation Counsel.*"

From F. Bowden De Forest, Secretary Board of Directors Municipal Tuberculosis Sanitarium, requesting a donation of old books for use in the sanitarium.

Referred to the Committee on Library with power to act.

COMMITTEE ON LIBRARY.

In the absence of a majority of the Committee, Director Shutter moved that the matters in the hands of the Committee be transacted in open Board.

Carried.

Director Shutter presented the following report and moved its approval.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1405 vols.,	$1313.00
Branch Collection:	2993 vols.,	2610.00
High School Collection:	644 vols.,	563.00
Deposit Collection:	1965 vols.,	1684.00
School Deposit Collection:	2000 vols.,	1600.00
Rental Collection:	76 vols,,	72.00
Kelly Fund:	85 vols.,	76.00
Ryder Fund:	3 vols.,	36.00
	9171 vols.,	$7954.00

Respectfully submitted,

Committee on Library.

CHICAGO, Feb. 25, 1918.

He, also, presented proposals for composition, presswork and binding the monthly bulletin, and moved that a contract be awarded to Tucker-Kenworthy Company for the work on their bid of $3.75 per page; this being the lowest of six proposals received.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

Director Shutter presented a bill in the amount of $346.07 for postage and moved that the bill be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

Director Healy moved that the petition of the Austin North End Woman's Club for a deposit station in the vicinity of No. 5504 West Chicago avenue be re-referred to the Committee on Library with power to act.

Carried.

Director Shutter moved that the Committee on Library be given authority to establish a deposit station in the vicinity of Forty-fifth street and Union avenue.

Carried.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Pages: Meyer Halushka, February 10; Frank Reeves, February 20.

It is further recommended that leave of absence granted Byrl Jörgenson, junior assistant, be extended for two weeks from February 19.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Feb. 25, 1918.

He, also, reported on the question of taking over the care and maintenance of the Municipal Reference Library, referred to the Administration Committee at the last meeting of the Board, and stated that after consideration of the matter the Committee had decided to recommend to the Board that the request be denied.

The recommendation was concurred in.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented a bill from the Taylor Coal Company in the sum of $578.85 for coal delivered during the month of January, 1918, and moved that the bill be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

REPORTS.

The Librarian reported that the circulation of books from the main library on Saturday, February 23d inst., was 8,239 volumes, the high record in the history of the Library.

Director Jonas entered the room and took his seat.

NEW BUSINESS.

The President called up the communication from the Corporation Counsel giving an opinion on the right of the Board to maintain the Public Comfort Stations located under the sidewalks of the Library building; the opinion having been requested by the Committee on Buildings and Grounds to whom the matter had been referred.

The opinion was received and ordered published.

"CITY OF CHICAGO,
"Department of Law,
"Feb. 22, 1918.

"In re Maintenance of Public Comfort
"Stations by Chicago Public Library.

"*H. G. Wilson, Esq.,*
"*Secretary Chicago Public Library.*

"*Dear Sir:*—We are in receipt of your letter of recent date in which you ask for an opinion as to whether the Board of Directors of the Chicago Public Library can legally use moneys collected for library purposes for maintaining public comfort stations under the sidewalk next to the Library building.

"It appears that the City has maintained two such public comfort stations at Garland Court and Washington Street and at Garland Court and Randolph Street, but that a letter has been received by the Board of Directors from the Chairman of the Committee on Finance of the City Council asking that the Board should take over the care and maintenance of same. It appears further that the maintenance of said stations is not designed for the benefit of persons who use the library, but for the public generally, and that the Board ever since the library building was erected has maintained within the building such rooms of similar nature as were necessary for the convenience of persons visiting the library, and that the requirements of the library

do not call for comfort stations outside of the building.

"Under these circumstances there is, of course, no way in which the Library Board can be compelled to maintain the stations in question, and we do not understand that it is the intention to compel them to do it. As to whether the Board has the right to pay out its funds for the purpose, that depends altogether on whether the use of the stations is incidental to the use of the Library by the public. From the statements made to us we would say that there is no such incidental use of same, and therefore that the funds of the library cannot properly be expended for the purpose.

"Section 5 of the Library Act gives the Library Board exclusive control of "the supervision, care and custody of the grounds, rooms or buildings constructed, leased or set apart" for library purposes. We do not understand that this implies that it should have the custody of the space beneath the sidewalk next to the building or maintain it for other than library purposes. Hence, there is no better reason for using its funds to maintain comfort stations at that place than at any other place, and since the purpose is not within the powers of the Board it has no right to use its funds that way.

"Yours truly,
"LEON HORNSTEIN,
"*Ass't Corporation Counsel.*

"Approved:
"SAMUEL ETTELSON,
"*Corporation Counsel.*"

Director Tollkuehn moved that the Secretary be instructed to notify the Chairman of the Committee on Finance of the City Council of the above opinion.

Carried.

The President reported that an order had been passed by the City Council for the erection of two electric lights in front of the new quarters of the Douglas Park Branch, No. 1212 South St. Louis avenue, and recommended that steps be taken to have the lights installed and to consider the advisability of an electric sign.

Director Jonas moved that the matter be referred to the Committee on Buildings and Grounds.

Carried.

The President stated that leases for four of the branch library buildings would expire on April 30, 1918.

Director Jonas moved that the matter be referred to the Committee on Buildings and Grounds.

Carried.

On motion of Director Shutter, the Board adjourned.

H. L. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 11, 1918.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Gessler and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held February 25, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From the Civil Service Commission, certifying Mr. Carl B. Roden to the office of Librarian.

There being no objections, action was deferred.

A petition signed by residents of Chicago Lawn, forwarded by the Chicago Lawn Woman's Club, requesting the Board to establish a branch library in Chicago Lawn.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

In the absence of a majority of the Committee, Director Shutter moved that the matters in the hands of the Committee be transacted in open Board.

Carried.

Director Shutter presented the following report and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	533 vols., 159 pamphlets,	$ 668.00
Thomas Hughes:	3 vols.,	3.00

Branch:	5737 vols.,	
	100 pamphlets,	4847.00
High Schools:	686 vols.,	562.00
Deposits:	2042 vols.,	1766.00
School Deposits:	15 vols.,	7.00
Reserve:	42 vols.,	63.00
Rental Collection:	91 vols.,	86.00
Picture Collection:	300 pict's,	90.00
Kelly Fund:	215 vols.,	150.00
	9364 vols.,	$8242.00
	259 pamphlets,	
	300 pictures,	

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $82.34, be paid from the incidental fund.

Respectfully submitted,

Committee on Library.

CHICAGO, Mar. 11, 1918.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

A. C. McClurg & Co., books	$5464.59
A. Kroch & Co., books and subscriptions	319.92
C. V. Ritter, books	135.75
A. L. A. Publishing Board, books	90.00
Keystone View Co., books	90.00
H.W.Wilson Co., books and subscriptions	86.71
Library Bureau, cards and books	76.43
Industrial Press, books	34.20
Universal Book Store, books	31.50
American Academy of Medicine, books	21.60
Baker, Voorhis & Co., books	20.00
Chicago Daily News Co., books	19.60
A. Flanagan Co., books	19.20
Martindale Mercantile Agency, books	15.60
Dartnell Sales Service, books	15.00
S. C. Canoutas, books	14.63
W. H. Lowdermilk & Co., books	11.73
McDevitt-Wilson's, books	10.50
Encyclopia Americana Corporation, books	10.00
Henry Collins Brown, books	10.00
John Jos. McVey, books	8.10
Callaghan & Co., books	4.00
Musical Blue Book Corporation (E. A. Emery), books	4.00
Moody Manual Co., subscription	20.00
Brabandt & Valters Book Binding Co., binding	1,644.11
Northwestern Bindery, binding	838.89
Geo. E. Koehler & Son, binding	656.85
Joseph Flucke & Son, binding	211.23
Burgmeier Book Bindery, binding	177.40
John Seybold, gold marking	94.21
Kirk's Ink Co., paste	26.00
Tucker-Kenworthy Co., printing	73.08
Dwight Bros. Paper Co., paper	52.06
James White Paper Co., paper	31.68
Chicago Paper Co., paper	42.50
Albert Hancock & Co., paper	33.50
Pilcher Hamilton Co., paper	20.72
A. L. Kraemer Co., paper	11.50
Bradner Smith & Co., paper	9.60
Rockwell-Barnes Co., paper	3.00
Gaw-O'Hara Envelope Co., book pockets	72.34
Cameron, Amberg & Co., labels, deposit receipt books, cutting paper	87.50
Max Stern's Sons, printing	49.75
James Watson & Co., printing	38.50
J. Manz Engraving Co., halftone	3.94
Slade, Hipp & Meloy, gummed muslin	30.00
Dennison Mfg. Co., glue, labels and tags	11.42
Tablet & Ticket Co., letters and figures	8.90
Geo. E. Cole & Co., stationery	60.70
Goodyear Rubber Co., rubber bands	14.50
A. B. Dick Co., mimeographic supplies	9.50
Gerts Lumbard & Co., brushes	4.23
Universal Stamp & Stencil Works, ink pads, special dates, etc.	32.10
Remien & Kuhnert Co., shellac	7.00
Automatic Pencil Sharpener Co., repairs to pencil sharpeners	5.32
Hammond Typewriter Co., shuttles	7.00
H. G. Wilson, Sec'y, cash expenditures, Feb., 1918	117.63
	$11,019.72

He, also, presented the following list of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

List of bills to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$391.84
Library Bureau, books	6.00
A. Kroch & Co., books	.44
Brabandt & Valters Book Binding Co., binding	26.39
Northwestern Bindery, binding	4.00
Geo. E. Koehler & Son, binding	1.94
	$430.61

Rental Collection.

A. C. McClurg & Co., books	$7.00

Ryder Fund.

Am. Bookplate Society, subscription	$ 2.00
Alfred A. Goldschmidt, books	33.75
	$35.75

Director Tollkuehn brought up the petition for a branch in the territory bounded by California avenue on the East, Austin avenue on the West, Chicago avenue on the South and Fullerton avenue on the North, now in the hands of the Committee on Library.

After consideration of the question, Director Shutter moved that the matter be re-referred to the Committee on Library with power to act.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Page—Francis B. Thiele, February 25.

Senior library assistants—LoretteJenks, March 3; Salvatore Lange, February 25.

It is further recommended that leaves of absence be granted as follows:

C. Arthur Halstead, page, one month from March 11.

Roey Cowen, senior assistant, extension of leave for six months from March 7.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
Committee on Administration.

CHICAGO, Mar. 11, 1918.

He, also, presented the list of vacancies and appointments for February, 1918, which was received and ordered published.

The following is the list:

N. A. Anderson, carpenter, separated by death February 24.

Clara Bawer, junior library assistant, appointed temp. February 11, $480 per year.

Simon Berezin, page, separated February 17.

Caroline Bernhardt, principal library assistant, appointed head library assistant February 13, $1320 per year. (Promotional.)

Bolin V. Bland, page, transferred to City Hall February 10.

Morey C. Bogeans, page, appointed temp. February 26, $420 per year.

George M. Boyd, page, separated February 10.

Emory Cable, page, appointed temp. February 21, $420 per year.

Kate B. Chase, senior library assistant, appointed principal library assistant February 13, $1080 per year. (Promotional.)

Edward Cullinan, page, separated February 14.

Harold DeLave, page, appointed temp. February 4, $420 per year.

Marjorie Drury, junior library assistant, separated February 25.

William Duberstein, page, appointed temp. February 4, $420 per year; separated February 6.

Rose Eck, junior library assistant, separated February 12.

Harry Eckstein, page, appointed temp. February 13, $420 per year.

Maurice Eisenstein, page, separated February 1.

Bert Farroli, window washer, separated February 3, appointed temp. as mosaic setter February 4, $4.50 per day.

Abraham Gertzwolf, page, separated February 25.

Jack Goldberg, page, separated February 5.

Beatrice Goodhart, junior library assistant, appointed temp. January 29, $480 per year.

Samuel Haas, page, appointed temp. February 11, $420 per year.

Meyer Halushka, page, resigned February 10.

Harry Hendler, page, appointed temp. February 27, $420 per year.

Morris Kagel, page, separated February 10.

Abe Kochman, page, separated February 4.

Clara Kummerow, junior library assistant, appointed temp. February 27, $480 per year.

Salvatore Lange, senior library assistant, resigned February 25.

Emily T. Larson, principal cataloger, appointed head library assistant February 11, $1320 per year. (Promotional.)

Emma M. Lipschutz, junior library assistant, appointed temp. February 14, $480 per year.

William McCallen, page, separated February 8.

Florence McKenzie, janitress, separated February 6; appointed temp. February 13, $780 per year; separated February 13.

Virgil Malcher, page, separated February 10.

Theodore Mergen, page, separated February 5.

Adaline Millar, junior library assistant, appointed temp. February 20, $480 per year.

Julius Mishkin, page, separated February 25.

Bird Morrison, principal branch librarian, appointed head library assistant February 26, $1320 per year. (Promotional.)

Evelyn Nordquist, junior library assistant, appointed temp. February 18, $540 per year.

Rudolph Odman, page, separated February 17.

Irving Ordman, page, appointed temp. February 18, $420 per year.

Margaret C. O'Shaughnessy, principal library assistant, appointed head library assistant February 19, $1320 per year. (Promotional.)

Elmer Pearson, page, appointed temp. February 27, $420 per year.

Mary E. Pfeil, junior library assistant, separated February 12.

Raymond A. Plozynski, page, appointed temp. February 1, $420 per year; separated February 25.

Ben Puzes, page, appointed temp. February 2, $420 per year.

Frank Reeves, page, resigned February 20.

Therrell Riley, junior library assistant, appointed temp. February 15, $480 per year.

Morton Rosenbloom, page, appointed temp. February 5, $420 per year.

Samuel Schoenberg, page, appointed temp. February 5, $420 per year; separated February 6.

Helene W. Schoff, junior library assistant, appointed temp. February 19, $480 per year.

Elmer Schuldt, page, appointed temp. February 26, $420 per year.

Rosella A. Scofield, junior library assistant, appointed temp. February 18, $480 per year.

Henry Sedewarft, page, appointed temp. February 1, $420 per year.

Samuel Siegel, page, appointed temp. February 11, $420 per year.

David Sigel, page, appointed temp. February 13, $420 per year.

Isadore Simon, page, appointed temp. February 18, $420 per year.

Irma L. Snyder, senior cataloger, appointed principal library assistant February 19, $1080 per year. (Promotional.)

Moses Somerfeld, page, appointed temp. February 15, $420 per year.

Francis B. Thiele, page, resigned February 25.

Sam Tobey, page, appointed temp. February 2, $420 per year.

Max Tulchin, junior library assistant, appointed temp. February 19, $600 per year.

Jean Turgeon, junior library assistant, appointed temp. February 26, $480 per year.

Abe Vinitzky, page, appointed temp. February 20, $420 per year.

Arthur Warner, page, appointed temp. February 18, $420 per year; separated February 18.

Ralph Wentz, page, separated February 17.

Arthur Williams, page, appointed temp. February 26, $420 per year,

Harry J. Wilson, page, separated February 10.

Charles Wing, carpenter, appointed temp. February 8, $5.60 per day.

Nathan Zeitlin, page, appointed temp. February 28, $420 per year.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Gessler, Tollkuehn and the President—6.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150 00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
Louis Solomon, rent, North Ave. Branch	100.00
Isenstein & Eisenstein, rent (half month), Douglas Park Branch	100.00
F. A. Hill & Co., Agents, rent, Austin Branch	100 00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25 00
Commonwealth Edison Co., electric current	183.70
Peoples Gas Light & Coke Co., gas	31.88
Pottinger-Flynn Coal Co., coal	3,086.40
Consumers Co., coal	143.81
Chicago Telephone Co., telephone service	118.11
Toll Bros., laundry work	53.73
Individual Towel & Cabinet Service Co., clean towel supply	18.50
Haegele Ice Co., ice	11.13
Bullard & Gormley Co., hardware	28.48
Cudahy Packing Co., soap powder	15.00
Marshall Field & Co , baskets	12.85
H. Schultz & Co., pamphlet boxes	8 00
Lammert & Mann Co., making packing sleeves	66 10
John Mohr & Sons, part for boiler	37.50
O. C. Keckley Co., wheelbarrow	19 00
Geo.B Carpenter & Co., one bolt of duck	18.31
Citizens Street Cleaning Bureau, removing cinders	91 00
Western Electric Co., mazda lamps	85.05
Inland Electric Co. electrical supplies	7.20
Thayer & Linn, repairing and turning commutator	9.40
L. Gould & Co., mops	57.60
James H. Rhodes & Co., pumice stone	53.00
W. M. Hepburn, wire book supports	80 00
R. M. Eddy Foundry Co. castings	4 20
Chicago Pulley and Shafting Co., thrust bearings, etc	3.56
John Caretti & Co., mosaic	16.80
E. J. Morgan, repair parts for heating boiler, etc	10.20
Standard Oil Co., gasoline	226.80
Samuel Harris & Co. machinists' supplies	36.32
Wright Cooler and Hood Mfg. Co., auto radiator, etc	27.75
Chicago Republic Truck Co., automobile parts	16.54
The Fair, parts for chain and hardware	6 89
Jones & Laughlin Steel Co., steel	6.86
Wm. H. Salisbury & Co., belting	3.12
A. J. Belanger, making patterns	5.25
Milwaukee Avenue Garage, auto storage	8 00
H. G. Wilson, Sec'y, cash expenditures, Feb., 1918	130.93
	$5,813.97

He, also, presented the following list of bills for maintenance of the Hiram Kelly Branch, and moved that the bills be paid from the Kelly Branch Fund.

Carried.

Commonwealth Edison Co., current	$ 28.48
Consumers Co., coal	85.05
Pottinger-Flynn Coal Co., coal	58.56
Chicago Telephone Co., telephone service	3.75
	$175.84

REPORTS.

The Librarian presented the statistical report for the month of February, 1918, which was received and ordered published.

The Librarian stated that acting under an order received from the War Department of the United States Government he had removed from the shelves of the Library all books on explosives.

Director Shutter moved that the action of the Librarian in following out the order be approved.

Carried.

The Librarian stated that a new list, consisting of 88 pages, of Russian books in the Library was on the press and would be ready for sale in the near future, and recommended that the Board fix a price for the list.

Director Tollkuehn moved that the price be fixed at 25 cents a copy.

Carried.

Director Jonas entered the room and took his seat.

NEW BUSINESS.

The President, Director Barr, called up the communication of the Civil Service Commission, action on which had been deferred.

Director Healy moved that the Board go into

EXECUTIVE SESSION

sitting as a committee of the whole to consider the communication.

Carried.

Director Gessler acting as Secretary.

After consideration of matters coming before the committee of the whole the Board resumed open session.

Director Gessler presented the following recommendation of the committee of the whole:

That the salary of Mr. Carl B. Roden certified to the position as Librarian be fixed at $6,000.00 per year, and moved that the recommendation be concurred in.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

He, also, presented the following recommendation of the committee of the whole, that in accordance with the wishes of the Librarian the position of assistant librarian be left vacant temporarily.

Director Jonas moved that the recommendation be concurred in.

Carried.

On motion of Director Shutter, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR FEBRUARY, 1918

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of February was 573,276; for the corresponding month of the previous year 499,605. The circulation was from the following sources:

Central Library	75 465
Branches	342,212
Stations	40,550
Traveling Libraries	86,549
Deposits and Miscellaneous	28,500
	573,276

The following is a summary of the books obtained at the Central Library:

Main Collection	31,974
Open Shelf	33,256
Hughes Room	3,700
Music Room	2,647
Information Desk (Teachers and special cards)	2,447
Miscellaneous	529
Books for the Blind	552
Documents	360
	75,465

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,641	319	2,960
Austin	12,749	312	13,061
Austin High	4,803	....	4,803
Bessemer Park	4,999	303	5,302
Blackstone	9,873	376	10,249
Burr School	6,070	177	6,247
Cornell Square	4,045	79	4,124
Davis Square	2,550	53	2,603
Douglas Park	20,952	558	21,510
Dvorak Park	6,559	113	6,672
Eckhart Park	8,075	364	8,439
Englewood High	2,065	....	2,065
Forestville School	1,234	31	1,265
Fuller Park	5,376	116	5,492
Hamilton Park	8,131	271	8,402
Hamlin Park	5,450	130	5,580
Hardin	5,430	163	5,593
Harrison High	5,336	....	5,336
Hebrew Institute	10,725	1,059	11,784
Holstein Park	6,801	104	6,905
Humboldt	16,769	1,452	18,221
Independence Park	2,130	51	2,181
Kelly	15,707	357	16,064
Kosciuszko	4,638	81	4,719
Lake View High	3,178	....	3,178
Lewis Institute	15,373	813	16,186

Lincoln Center	8,742	367	9,109
Logan Square	10,395	392	10,787
Mark White Square	5,570	117	5,687
Marshall High	3,003	77	3,080
Morse School	5,282	243	5,525
Ogden Park	9 051	224	9,275
Palmer Park	5,045	107	5,152
Pulaski Park	5,587	64	5,651
Rogers Park	8,077	127	8,204
Scanlan School	4,605	65	4,670
Senn High	4,172	....	4,172
Seward Park	7,355	327	7,682
Shedd's Park	3,653	38	3,691
Sheridan	14,696	306	15,002
Sherman Park	7,114	176	7,290
Stanford Park	5,332	296	5,628
Stanton Park	3,934	144	4,078
Sumner School	4,897	240	5,137
Walker	3,745	127	3,872
West 26th Street	10,785	287	11,072
Woodlawn	19,513	769	20,282
Total	342,212	11,775	353,987

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	4,747	233	4,980	Dunning	1,789	..	1,789
Argyle	295	92	387	E. Fifty-eighth St.	239	52	291
Armitage	1,499	225	1,724	East Rogers Park	1,411	179	1,590
Ashburn	37	..	37	E. Sixty-third St.	1,105	152	1,257
Assoc. House	1,149	905	2,054	Edison Park	1,249	..	1,249
Avondale	1,604	91	1,695	Fernwood	856	..	856
Birchwood	1,646	..	1,646	Gano	1,252	..	1,252
Butler House	3,330	144	3,474	Garfield	1,328	276	1,604
Cheltenham	1,942	41	1,983	Grand Ave	823	510	1,333
Chicago Ave	1,524	271	1,795	Grand Crossing	1,298	74	1,372
Chicago Lawn	2,423	..	2,423	Greenview	943	93	1,036
Cicero Ave	850	..	850	Gresham	3,799	33	3,832
Dauphin Park	965	88	1,053	Hegewisch	1,142	..	1,142
Diversey Ave,	830	101	931	Hermosa	1,908	..	1,908

	Direct	Stations	Total
Irving Park	601	91	692
Jefferson Park	1,456	...	1,456
Jewish Educ. All.	6,521	192	6,713
Larrabee St	1,256	808	2,064
Lawndale	1,724	...	1,724
Longwood	820	..	820
Madison Street	1,206	783	1,989
Mayfair	1,099	..	1,099
Milwaukee Ave.	515	309	824
Montrose	1,570	..	1,570
Normal Ave	815	177	992
North Ave	1,711	..	1,711
North Clark St	949	299	1,248
Norwood Park	550	..	550
Park Manor	1,336	256	1,592
Paulist Settlement	301	..	301
Ravenswood	1,661	189	1,850
S. Ashland Ave	1,630	1,647	3,277
South Shore	815	75	890
S. Western Ave.	917	441	1,358
Southport Avenue	627	173	800
Thirty-first St	997	665	1,662
Wakeford	1,780	90	1,870
Washing'n Heights	(No report)		
West Brighton	653	..	653
West Englewood	1,339	..	1,339
West Harrison St.	1,541	688	2,229
West Pullman	2,408	..	2,408
West Ravenswood	2,222	161	2,383
W. Sixteenth St.	2,984	336	3,320
West Twelfth St.	2,562	2,297	4,859
Total	86,549	13,237	99,786

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	342,212	11,775	353,987
Traveling Libraries	86,549	13,237	99,786
Business House Deposits	26,914	1,512	28,426
Miscellaneous References	1,586	.....	1,586
Total	457,261	26,524	483,785

Of the 40,550 books supplied through the Stations Department, 11,775 were sent to 42 branches and 28,775 to 65 stations. The books supplied for the same month of the preceding year numbered 64,338 volumes.

The circulation department was open on 22 week days. The daily average week day circulation was 26,058.

REFERENCE ROOM.

Number of books issued from stacks 31,452
Number of recorded visitors 13,466

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 5,083. Visitors, 1,124.

HUGHES ROOM.

Volumes circulated, 3,700; pictures circulated, 2,915; visits from school classes, 3; recorded visitors, 3,290. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,165; newspapers, 488. Visitors, 1,246.

CIVICS ROOM.

Magazines issued, 2,165; directories consulted, 2,462; bound documents used, 1,470; books, 742; pamphlets, 9,660; visitors, 5,905.

STUDY ROOM

Volumes consulted, 2,138. Visitors, 4,164.

READING ROOM.

Periodicals issued at the counter at Central Library, 11,521. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 114,311.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 7,011; issued in February of the previous year, 8,306.

Number of juvenile cards issued, 2,155; research cards, 6; vacation cards, 0; teachers' cards, 124. The number of three-year cards outstanding is 210,924.

BINDERY DEPARTMENT.

Number of books at binderies February 1, 1918	8,734
Number of books sent to binderies in February, 1918	6,950
Total number of books at binderies in February, 1918	15,684
Number of books received from binderies in February, 1918	7,160
Number of books at binderies March 1, 1918	8,524
Number of books repaired in Library in February, 1918	6,075

GROWTH OF THE LIBRARY.

The total number of volumes in the Library March 1, 1918, was 868,173. Received since June 1, 1917, 88,719; since February 1, 1918, 8,468. Books worn out and discarded since June 1, 1917, 24,889; since February 1, 1918, 2,627. Books lost and paid for since June 1, 1917, 1,995; since February 1, 1918, 211. Books found and money refunded since June 1, 1917, 174; since February 1, 1918, 20.

CARL B. RODEN,
Librarian.

CHICAGO, March 11, 1918.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MARCH 25, 1918.

OFFICIAL RECORD.

There were present, when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Beroth and Tollkuehn.

Absent—Directors Gessler and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held March 11, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Mrs. Grace E. Lindeman, requesting the Board to establish a deposit station in her store, No. 1009 North Wells street.

Referred to the Committee on Library.

From Arthur L. Larson, No. 3901 North Albany avenue, requesting the Board to establish a delivery station in his store.

Referred to the Committee on Library.

Sundry communications from various employés of the Library in reference to their salaries.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

In the absence of the Chairman, Director Beroth presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1075 vols., 3 pamphlets,	$1120.00
Thomas Hughes:	60 vols.,	50.00
Branches:	1181 vols.,	1121.00
High Schools:	83 vols.,	75.00
Deposits:	6 vols.,	9.00
Reserve:	117 vols.,	99.00
Kelly Fund:	29 vols.,	27.00
Beecher Fund:	3 vols.,	3.00
	2554 vols.,	$2504 00

Respectfully submitted,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Mar. 25, 1918.

He, also, presented a bill in the amount of $282.70 for postage and moved that the bill be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration begs leave to submit the following recommendations:

That the salaries of the following temporary employés be changed to the figures mentioned:

A. B. Corman, from $780 to $1020 per annum.

Charles Pivovitz, from $420 to $540 per annnm.

That the Librarian be authorized to secure temporary help in addition to the regular staff in the Registry Department at the rate of 25 cents per hour.

That leave of absence be granted to Herman Reinstein, page, from April first to September twenty-first, inclusive, for the purpose of engaging in farm work during the summer.

The following resignations have been received and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission;

Junior library assistants—Rosa Ginsburg, March 25; Cathrine A. Moore, March 25.

Senior library assistant—Ruth K. McLaughlin, March 24.

Coal passer — Henry F. Gates, March 25.

Respectfully submitted,
R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Mar. 25, 1918.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented a bill from John J. Keenan & Co., in the amount of $1,377.00, for new furniture for the Douglas Park Branch, and moved that the bill be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Beroth, Tollkuehn and the President—6.

Nays—None.

SPECIAL COMMITTEES.

Director Tollkuehn, Chairman of the Special Committee on the revision of the

by-laws of the Board, reported progress.

Director Jonas entered the room and took his seat.

REPORTS.

The Secretary presented a report from the United States Audit Company on its audit of the books and accounts of the Public Library for the quarter ended February 28, 1918, which was received and ordered published.

March 22, 1918.

To the President and Board of Directors,
Chicago Public Library.
Chicago.

Gentlemen:—In accordance with instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended February 28, 1918.

We compared the vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from Fines, Books Lost, Deposits, etc., by a comparison with the Branch Library Daily Receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments in the presence of Secretary Wilson and Directors R. G. Shutter and Frank J. Tollkuehn.

We compared the Receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, as indexed, which contain full details of the transactions for the period under audit. Same are correct and in accordance with the books.

Yours very truly,

UNITED STATES AUDIT CO.
HENRY L. HERTZ,
President.

Supervised by:

WHITNEY B. FLERSHEM,
Certified Public Accountant.

FUNDING BALANCE SHEET, FEBRUARY 28, 1918.

Fund Assets.

Public Library Fund:		
Taxes Collectible 1916	$ 62,285.12	
Taxes Collectible 1917	839,978.23	
Cash in hands of City Treasurer	29,373.08	
	931,636.43	
Less: Sale of Tax Warrants 1917	180,000.00	
Total Public Library Fund Assets		$ 751,636.43
Current and Trust Funds:		
Bonds	275,411.76	
Certificates of Deposit	2,588.24	
Cash	4,766.75	
Secretary's Petty Cash	248.56	
Total Current and Trust Funds Assets		283,015.31
Total Fund Assets		$1,034,651.74

Fund Liabilities.

Public Library Fund	$ 751,636.43	
Petty Cash	500.00	
Current and Trust Funds:		
Kelly Fund	200,000.00	
Kelly Fund Increment	65,000.00	
Kelly Fund Income	430.54	
Kelly Branch	1,270.35	
Ryder Fund	10,000.00	
Ryder Fund Income	195.75	
Beecher Fund	2,000.00	
Jackson Fund	1,000.00	
Jackson Fund Income	107.51	
Security Deposits	1,303.50	
Special Deposits	100.00	
Insurance Fund	60.00	
Rental Collections	1,047.66	
Total Current and Trust Funds Liabilities	282,515.31	
Total Fund Liabilities		$1,034,651.74

LIBRARY FUND — CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED FEBRUARY 28, 1918.

Receipts.

Taxes: 1916	$ 52,692.56		
Sale Tax Warrants 1917	110,000.00		
Cash in hands of City Treasurer for Redemption of 1917 Warrants	10,389.61		
Interest on Balance with City Treasurer	200.25		
Quarterly Receipts	1,229.02		
		$174,511.44	
Add: Balance November 30, 1917		4,572.35	
			$179,083.79

Disbursements.

Salaries: Main Library	59,600.36		
Branches	31,750.74		
Delivery Stations	3,304.07		
		94,655.17	
Delivery Stations: Miscellaneous		1,060.07	
Branches: Miscellaneous		4,736.85	
Books		19,917.19	

Binding	9,089.46	
Finding Lists	468.91	
Printing and Stationery	1,992.82	
Periodicals	1,102.42	
Miscellaneous Expense	1,069.59	
Fuel	9,147.93	
Heating and Generating Plant	717.46	
Electric Supplies	1,016.18	
Elevator Supplies	9.40	
Janitors' Expense	378.75	
Furniture and Fixtures	3,172.43	
Insurance	103.73	
Freight and Expressage	45.90	
Postage	906.79	
Books Lost and Paid for—Refunds	67.91	
Repairs, Alterations and Improvements	51.75	
Total Disbursements		149,710.71
Balance on hand February 28, 1918		$ 29,373.08

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended February 28, 1918.

Receipts.

	Total	Feb., 1918	Jan., 1918	Dec., 1917
Kelly Branch	$ 3,840.13	4.22	2,891.72	944.19
Ryder Fund Income	162.56	10.00	62.56	90.00
Jackson Fund Income	1.33	....	1.33	....
Rental Collections	565.86	175.83	210.03	180.00
Secretary's Petty Cash	1,946.50	845.39	300.11	801.00
Miscellaneous	498.88	105.84	329.32	63.72
Finding Lists	93.29	28.67	38.78	25.84
Books Lost and Paid for	636.85	208.50	197.93	230.42
Deposits	1,092.60	307.50	402.60	382.50
Fines	6,744.83	2,129.41	2,460.63	2,154.79
Beecher Fund Income	44.63	.....	4.63	40.00
Kelly Fund Income	17.66	.....	17.66	.....
Certificate of Deposit	588.24	.....	588.24	.....
Bonds	2,000.00	.....	2,000.00	.....
Total Receipts	$18,233.36	$3,815.36	$9,505.54	$4,912.46
Add: Cash Balance Nov. 30, 1917	3,283.81	5,416.03	3,196.16	3,283.81
	$21,517.17	$9,231.39	$12,701.70	$8,196.27

Disbursements.

Treasurer	$ 1,229.02	$ 343.01	$ 566.03	$ 319.98
Pension Fund	6,744.83	2,129.41	2,460.63	2,154.79
Kelly Branch	2,893.62	1,012.45	613.14	1,268.03
Ryder Fund Income	102.15	4.05	.....	98.10
Beecher Fund	180.02	.....	.....	180.02
Books	192.28	48.92	37.17	106.19
Certificate of Deposit	2,588.24	.....	2,588.24	.....
Branches	49.18	22.15	.75	26.28
Binding	2.00	.....	2.00	.....
Books Lost and Paid for—Refunds	67.91	22.16	10.45	35.30
Deposits	1,052.70	313.50	365.60	373.60
Delivery Stations—Miscellaneous	23.25	5.70	7.21	10.34
Freight and Express	45.90	8.78	8.72	28.40
Heating and Generating Plant	12.86	3.50	3.00	6.36
Miscellaneous Expense	313.73	99.58	147.57	66.58
Periodicals	79.98	37.47	25.05	17.46
Postage	906.79	346.07	255.24	305.48
Printing and Stationery	5.66	.30	2.16	3.20
Rental Collections	252.20	67.59	184.61	.....
Beecher Fund Income	8.10	.....	8.10	.....
Total Disbursements	$16,750.42	$4,464.64	$7,285.67	$5,000.11
Cash Balance Feb. 28, 1918	$ 4,766.75	$4,766.75	$5,416.03	$3,196.16

CURRENT AND TRUST FUNDS—SUMMARY OF BALANCES.

	Dec., 1917	Jan., 1918	Feb., 1918
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	412.88	430.54	430.54
Kelly Branch	.....	2,278.58	1,270.35
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	127.24	189.80	195.75
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	2.47	.....	.....
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	106.18	107.51	107.51
Secretary's Petty Cash	199.89	.68	251.44
Security Deposits	1,272.50	1,309.50	1,303.50
Special Deposits	100.00	100.00	100.00
Insurance Fund	60.00	60.00	60.00
Rental Collections	914.00	939.42	1,047.66
	$281,196.16	$283,416.03	$282,766.75
Made up as follows:			
Bonds—Book Value	$277,411.76	$275,411.76	$275,411.76
Certificates of Deposit	588.24	2,588.24	2,588.24
Cash	3,196.16	5,416.03	4,766.75
	$281,196.16	$283,416.03	$282,766.75

Reconciliation of Trust Funds, February 28, 1918.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000,00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal and Sundry Bonds (par value $276,000.00)	$275,411.76	
Certificate of Deposit D10763	2,588.24	
		$278,000.00

Reconciliation of Cash Account February 28, 1918.

First National Bank:			
Balance per Bank Statement			$ 4,830.35
Deduct: Outstanding Checks:			40.32
Balance per Books			4,790.03
Union Trust Gompany:			
Balance per Bank Statement		1,858.12	
Deduct: Outstanding Checks:			
No. 2449	55.67		
2463 to 2472, Inc	311.23	366.90	
Balance per Books			1,491.22
Illinois Trust and Savings Bank:			
Balance—Savings Account			512.93
Total Bank Balances			$6,794.18
Add: Deposits March 1 to 20, 1918, inclusive:			
First National Bank		1,280.80	
Union Trust Company		60.00	1,340.80
			8,134.98
Deduct: Withdrawals March 1 to 20, 1918, inclusive:			
First National Bank		2,511.92	
Union Trust Company Bank		927.78	
Illinois Trust and Savings Bank		35.75	3,475.45
Balance in Banks as per books March 20, 1918			4,659.53
Add: Cash per Count March 21, 1918		700.66	
Disbursements March 1 to 21, 1918		1,445.17	2,145.83
			6,805.36
Deduct: Receipts March 1 to 21, 1918			2,038.16
Balance per Books Feb. 28, 1918			$4,766.75

The Librarian stated that he was desirous of taking a vacation for a week or ten days.

Director Healy moved that the Secretary be authorized to act as Librarian during Mr. Roden's absence.

Carried.

On motion of Director Shutter, the Board adjourned.

A. R. Wilson
Secretary.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 8, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held March 25, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Sam Denoff, 2248 West Ohio street, requesting the Board to appoint him keeper of delivery station No. 26 West, located at that number.

Referred to the Committee on Library.

From Grace E. English, principal of the Gage School, enclosing a petition signed by residents in the vicinity of Fifty-fifth street and Western avenue, requesting the Board to establish a branch library in that section of the city, known as Gage Park.

Referred to the Committee on Library.

From various employés of the Board in reference to their salaries.

Referred to the Committee on Administration.

The following communication from the Public Library Employés Pension Fund:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—The Board of Trustees of the Public Library Employés Pension Fund has purchased the following securities:

$5,000 South Park Commissioners 4% bonds @ 94.29 and accrued interest yielding 4⅝% interest.

$2,000 Sanitary District 4% bonds @ 96.91 and accrued interest yielding 4.7%.

The Board has also decided on the purchase of $25,000 of the Third Liberty Loan.

The approval of your honorably body is hereby requested.

Very truly yours,
H. G. WILSON, *Sec'y.*

CHICAGO, Apr. 8, 1918.

Director Healy moved that the Board approve the purchases as indicated.

Carried.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library begs leave to submit the following report relative to various matters referred to it:

With reference to the request for a branch in the vicinity of Cottage Grove avenue and 51st street and the request of the Austin North End Woman's Club, we recommend that the Librarian be directed to proceed with the installation of deposits as is customary in such cases.

In the matter of the request of Mrs. Grace Lineman for a deposit station at 1009 North Wells street, we recommend that this application be filed as this location is within three blocks of the Seward Park Branch.

In the matter of the communication of Albert G. Detch relative to library facilities in South Chicago, we recommend that the matter be deferred until an addition to the Thorp School, now in process of construction, is finished, when it is thought that suitable accommodations may be secured in that building which will answer to the needs of this neighborhood.

With reference to the communication requesting the establishment of a branch library in the region bounded by California avenue on the east, Chicago avenue ou the south, Fullerton avenue on the north and the city limits on the west, we beg to report that a thorough canvass of this territory has convinced the Committee that a branch library should be established. It has, however, been difficult to find adequate and suitably located quarters. After considerable search, by the Committee and the Officers of the Library, we have concluded that, all things considered, the store at 4021 West North avenue will most nearly fulfill all requirements. We recommend, therefore, that the Librarian be directed to proceed with the installation of a branch library at that location if these quarters can be secured upon the proper terms.

We also recommend that authority be given for the printing of 2,000 additional copies each of the Finding Lists of Juvenile Books and of English Prose Fiction, from plates now in existence, at a cost of $290 for press work and binding, and $405 for paper, these figures being the lowest estimates received.

It is further recommended that the Secretary be authorized to send a deposit of $500 to the Library of Congress for catalog cards required by the several departments.

Also that the Secretary be authorized to purchase coupons to the amount of $100 from the United States Superintendent of Documents to be used in ordering government publications in quantities as required in the work of the Civics and Documents Department.

Respectfully submitted,
EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Apr. 8, 1918.

He, also, presented the following report and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	769 vols., 9 pictures,	$ 957.00
Branch Collection:	1141 vols.,	1063.00
High School Collection:	177 vols.,	220.00
Deposit Collection:	3051 vols.,	1378.00
Kelly Fund:	19 vols.,	15.00
Ryder Fund:	13 vols.,	144.00
	5170 vols.,	$3777.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $73.75, be paid from the incidental fund.

Respectfully submitted,

EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Apr. 8, 1918.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

A. C. McClurg & Co., books	$7115.15
William Abbott, books	202.21
A. L. A. Publishing Board, books	90.00
C. V. Ritter, books	77.20
Universal Book Store, books	54.30
Cromarty Law Book Co., books	42.30
Boston Book Co., books	37.13
H. W. Wilson Co., books, etc	19.28
Moody's Investors Service, books	15.00
Lawyer's Co-operative Publishing Co., books	10.00
A. Kroch & Co., books, etc	8 55
Albert Bonnier Publishing House, books.	7.86
McDevitt-Wilson's, books	7.40
Arthur H. Clark Co., books	4.50
Librarian of Congress, printed cards, etc.	500.00
Supt. of Documents, Washington, coupons for printed matter	100.00
J. M. Hanson-Bennett Magazine Agency, subscriptions	171.15
R. S. Henshaw, subscription to daily papers	57.60
R. R. Bowker Co., subscriptions	15.75
Geo. E. Koehler & Son, binding	1176.47
Brabandt & Valters Book Binding Co., binding	1148.73
Northwestern Bindery, binding	563.84
Joseph Flucke & Son, binding	275.51
Burgmeier Book Bindery, binding	246.78
John Seybold, gold marking on backs of books	163.99
Kirk's Ink Co., paste	15.00
Tucker-Kenworthy Co., composition and remakeup books of 1917	382.95
J. W. Butler Paper Co., paper for finding lists	224.66
Dwight Bros. Paper Co., paper for bulletins	38.85
James White Paper Co., paper	31.68
Gaw-O'Hara Envelope Co., book pockets, etc	233.85
Pilcher Hamilton Co., wrapping paper	52.64
Bradner Smith & Co., paper and envelopes	51.55
Parker, Thomas & Tucker, blotting paper	33.00
Bright Envelope Mfg. Co., envelopes	29.00
Swigart Paper Co., paper	13 88
Max Stern's Sons, printing	113.00
Cameron, Amberg & Co., cutting and blocking paper, printing	44.30
James Watson & Co., printing	32 25
Peterson Linotyping Co., metal	11.50
Severinghaus Printing Co., making posters	9.40
J. Manz Engraving Co., halftone	10.30
Geo. E. Cole & Co., stationery	86.11
Dennison Mfg. Co., tags, glue and gummed labels	43.75
Rockwell-Barnes Co., folders and paper	40.70
International Time Recording Co., time cards and ribbon	9.70
Hammond Typewriter Co., ribbon coupons	7.00
Nelso, Eismann, Quist Co., carbon paper.	6.65
Tablet & Ticket Co., black letters	4.20
Universal Stamp & Stencil Works, ink pads, pencil tops, rubber stamps	30.25
Goodyear Rubber Co., rubber bands	4.35
Library Bureau, pamphlet boxes, cards, etc	95.27
H. Schultz & Co., pamphlet boxes	19.50
H. G. Wilson, Sec'y, cash expenditures, March, 1917	160.43
	$13,946.42

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

List of bills to be paid from Kelly Branch Fund.

A. C. McClurg & Co., books	$124.03
C. V. Ritter, books	1.50
J. M. Hanson-Bennett Magazine Agency, periodicals	5.00
Geo. E. Koehler & Son, binding	4.63
Brabandt & Valters Book Binding Co., binding	27.07
	$162.23

Bills to be paid from Ryder Fund Income.

G. Broes VanDort Co., books	$132.25

Rental Collection.

A. C. McClurg & Co., books	$143.32

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Junior library assistants — Gladys Greene, March 24; Grace V. Hippenhamer, April 5.

Elevator operator—Richmond W. Jones, March 1.

It is further recommended that leaves of absence be granted as follows:

Alice Langellier, junior library assistant, one month from April 1.

Isadore Drues, page, one month from April 11.

Charles F. Zak, principal library assistant, two months from March 27.

Florence W. Arnold, senior library assistant, two months from February 18.

Martha Mott, senior library assistant, extension of leave for one month from April 1.

Respectfully submitted,
R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Apr. 8, 1918.

He, also, presented the list of vacancies and appointments for March, 1918, which was received and ordered published.

The following is the list:

Thomas Alperin, page, appointed temp. March 14, $420 per year; separated March 14.

Morris Alswang, page, separated March 4.

Helen B. Anderson, junior library assistant, appointed temp. March 26, $480 per year.

Louis Bierod, page, separated March 22.

Theodore Capen, page, appointed temp. March 18, $420 per year; separated March 24.

Louis Carsello, page, appointed temp. March 21, $420 yer year.

Robert Claybrooks, page, separated March 19.

Mary M. Countryman, junior library assistant, appointed temp. March 26, $480 per year.

Inga Dahl, junior library assistant, appointed temp. March 18, $480 per year.

Franklyn B. Davis, page, separated March 19.

Ruth Dean, junior library assistant, separated March 10.

Harold DeLave, page, separated March 13.

Emil Eber, page, appointed temp. March 14, $420 per year; separated March 29.

James E. Edwards, senior library assistant, separated March 12.

Bert Farroli, mosaic setter, separated March 20.

Harold Feinstein, page, appointed temp. March 20. $420 per year.

David Fogel, page, appointed temp. March 28, $420 per year.

Flora P. Fuessle, junior library assistant, appointed temp. March 19, $540 per year.

Henry F. Gates, coal passer, resigned March 25.

Jacob Gerber, page, appointed temp. March 14, $420 per year; separated March 18.

Rosa Ginsburg, junior library assistant, resigned March 25.

Leo Goldman, page, appointed temp. March 8, $420 per year; separated March 31.

Gladys Green, junior library assistant, resigned March 24.

Sam Haas, page, separated March 20.

Albert Haasburg, page, separated March 15.

Lillian Hagboldt, junior library assistant, separated March 31.

Jesse J. Harned, page, appointed temp. March 18, $420 per year.

Lawrence Harrison, page, separated March 14.

Albert Hausberg, page. appointed temp. March 15, $420 per year.

Harry Hendler, page, separated March 15.

Irving Hirsch, page. separated March 10.

Lorette Jenks, senior library assistant, resigned March 3.

Edward C. Johnson, page, appointed messenger March 1, $540 per year (Promotional).

Gudrun Johnson, junior library assistant, appointed temp. March 18, $480 per year.

Louis Kamm, page, separated March 31.

Louis M. Kaplan, page, appointed messenger March 1, $540 per year (Promotional).

Charles King, carpenter, separated March 6.

Charles Koenig, page, separated March 10.

John Kreiling, page, appointed temp. March 5, $420 per year.

Helen Lemker, junior library assistant, appointed temp. March 21, $480 per year.

Albert Lerner, page, appointed temp. March 15, $420 per year; separated March 15.

Benjamin Levin, page, appointed temp. March 28, $420 per year.

Max LeVine, page, separated March 4.

Neil McDonald, page, appointed temp. March 4, $420 per year.

Florence McKenzie, janitress, appointed temp. March 13, $780 per year; separated March 26; appointed temp. March 27, $780 per year.

Ruth McLaughlin, senior library assistant, resigned March 24.

John McMahus, page, appointed temp. March 20, $420 per year.

Allen McPhail, page, separated March 15.

Edith G. Marks, junior library assistant, separated March 6.

Edward Marton, page, appointed temp. March 14, $420 per year.

Robert J. Marx, page, separated March 10.

Sam Master, page, separated March 18.

Theresa Mathisen, junior library assistant, appointed temp. March 21, $480 per year.

Francis Meagher, page, appointed temp. March 14, $420 per year; separated March 22.

Esther Melnikow, junior library assistant, separated March 25; appointed temp. as senior library assistant March 26, $780 per year.

Julius Mishkin, page, appointed temp. March 5, $420 per year.

Blanche Mokkelbost, junior library assistant, appointed temp. March 14, $480 per year.

Catherine Moore, junior library assistant, resigned March 25.

Edward O'Meara, page, separated March 16.

Morris Ordman, page, appointed temp. March 11, $420 per year.

Elmer Pearson, page, separated March 1.

William Peterson, page, appointed temp. March 15, $420 per year; separated March 15.

Charles Pivovitz, page, separated March 29; appointed temp. as junior library assistant March 30, $540 per year.

Ben Puzes, page, separated March 3.

William Rechord, page, appointed temp. March 18, $420 per year.

Theodore G. Remer, page, separated March 4.

Charles Ringham, page, appointed temp. March 15, $420 per year.

Carl B. Roden, assistant librarian, separated March 10; appointed librarian March 11, $6000 per year.

Sam Rosenthal, page, appointed temp. March 13, $420 per year; separated March 13.

Nathan Shaffner, page, appointed temp. March 11, $420 per year.

Frank Schillinger, carpenter, reinstated March 7, $5.60 per day.

Louis Schmidt, page, appointed temp. March 22, $420 per year.

Victor Schulz, page, separated March 6.

Henry Sedewarft, page, separated March 10.

Henry Shane, page, appointed temp. March 12, $420 per year; separated March 12.

Isadore Simon, page, separated March 7.

Anna Sjoquist, junior library assistant, appointed temp. March 15, $480 per year.

Mary Story, junior library assistant, appointed temp. March 11, $480 per year.

Maynard Terwilliger, page, appointed temp. March 11, $420 per year; separated March 31.

Theodore Umbright, page, separated March 25.

Alec Vinitzky, page, separated March 31.

Arthur Williams, page, separated March 17.

Director Shutter, Chairman, stated that on May 1st prox. the sum of $5,000.00 of the trust funds of the Board would be available for investment, and moved that the Secretary be instructed to invest this amount in the present issue of liberty loan bonds.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — Your Committee on Buildings and Grounds begs leave to report on the following matters in its hands:

In the matter of the renewal of leases for premises occupied as branch libraries your Committee recommends the following:

1. That the premises No. 4734-36 North Racine avenue, Sheridan Branch, be leased for a period of two years or less at a monthly rental of $190.00.

2. That the premises No. 3245 Fullerton avenue, Logan Square Branch, be leased for a period of one year at a monthly rental of $75.00.

3. That the premises No. 2546 South Homan avenue, West Twenty-sixth St. Branch, be leased for a period of one year at a monthly rental of $75.00, with an option of an additional year at the same price.

4. Your Committee recommends that the premises No. 4021 West North avenue be leased for a period of two years at a monthly rental of not to exceed $90.00.

Your Committee further recommends that the President and Secretary of the Board be authorized to execute the above mentioned leases.

Your Committee also recommends that the proposal of the Twin Fire Furnace Company to install Twentieth Century rocking grates under one of the boilers in the Chicago Public Library for a trial period of sixty days, with the understanding that if at the end of that period the grates are satisfactory, a complete installation is to be made under all four

boilers at a price of $5.75 per square foot, amounting to $914 25.

All of which is respectfully submitted.

C. E. SCHICK,
SAMUEL GESSLER,
JAS. J. HEALY,
Committee on Buildings and Grounds.

CHICAGO, Apr. 8, 1918.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 170.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150 00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
Louis Solomon, rent, North Ave. Branch.	100.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Consumers Co., coal	109.19
Peoples Gas Light & Coke Co., gas	7.52
Chicago Telephone Co., telephone service	108.52
Toll Bros., laundering towels	64.60
Individual Towel & Cabinet Service Co., clean towel supply	19.75
Haegele Ice Co., ice	17.88
Cudahy Packing Co., soap powder	30.00
Citizens Service Bureau, removing cinders, rubbisb, street sprinkling	78.90
City Collector, City of Chicago, elevator inspections	22.00
Pottinger-Flynn Coal Co., coal	1763.46
O. C. Keckley Co., gaskets, sandpaper, etc	15 60
Crane Co., engineering supplies	8 90
Lunkenheimer Co., valves	8.24
Western Electric Co., mazda lamps	56.22
Inland Electric Co., electrical supplies	21.46
Remien & Kuhnert Co., paints, varnish, shellac, etc	78.80
Albert C. Recky & Co., resharpening tools	4.30
Armour Soap Works, soap powder	10.80
John J. Keenan & Co., refinishing old fixtures, etc., Douglas Park Branch	210.25
Marshall Field & Co., mirror and clock	10.10
L. Gould & Co., ladders	4.20
Fred A. Pbillips, general liability insurance	1011.21
G. B. Davidson, insurance on library property in branches, etc	52.73
Lampert & Keller, insurance on library property in stations	40.00
Wm. M. Miller, cleaning catch basin	25.00
Chas. Culbranson, repairs to air washing machine	18.20
Edward Hines Lumber Co., oak door	4.50
Standard Oil Co., gasoline	216.82
Valvoline Oil Co., oil	21.83
W. P. Collins & Co., oil soap	18.00
Austin Tire Co., automobile tire	48.72
Chicago Republic Truck Co., auto parts	64.51
Triple Action Spring Co., auto springs	15.85
Chicago Auto Equipment Co., auto accessories	15.63
Beckley-Ralston Co., auto accessories	5.40
Chicago Engineer Supply Co., tee and bushing	3.05
Thermoid Rubber Co., brake lining	15.18
W. H. Salisbury & Co., belting, etc	11.38
Bullard & Gormley Co., hardware	19.28
Wayman & Murphy Co., making forgings, painting wheels, etc	14.50
D. J. Gallagher Mfg. Co., waste and wipers	25.76
Maypole Garage, auto storage and valve cores	15.38
Milwaukee Avenue Garage, auto storage.	8.00
C. A. Taylor Trunk Works, telescopes	198.00
Henry Landgraf, taking down and rehanging station signs	58.10
John J. McGrath, lettering windows at Rogers Park Branch	38.00
H. G. Wilson, Sec'y, cash expenditures, March, 1918	51.51
	$5,642.23

He, also, presented a list of bills for maintenance of the Kelly Branch, and moved that the bills be paid from the Kelly Branch fund.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

Consumers Co., coal	$147.96
Englewood Improvement Ass'n, street sprinkling, etc (Jan. 1, 1917-Jan. 1, 1918)	24.00
Chicago Telephone Co., telephone service.	3.75
	$175.71

He, also, presented a bill in the amount of $15,500 00 in favor of the Lambert Tree estate for the lots at the northwest corner of Crawford avenue and Wilcox street, this tract being an addition to the

site heretofore secured for the Legler Regional Branch Library,

Director Schick moved that the bill be paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

Director Schick presented the following resolution and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

Whereas, The Chicago Public Library now holds title to the Lots twenty-two (22), twenty-three (23) and twenty-four (24) and the West twenty-two (22) feet of Lot twenty-one (21) in Block three (3) in Lambert Tree's Subdivision of the West half of the Northwest quarter of Section fourteen (14), Township thirty-nine (39) North, Range thirteen (13), East of the Third Principal Meridian, in Cook County, Illinois, and is about to acquire title to Lots twenty-five (25), twenty-six (26), twenty-seven (27), twenty-eight (28) and part of lot tweny-nine (29) in said block three (3), which premises comprise two tracts of ground, the first, the Southwest corner of West Monroe street and South Crawford avenue, and the second, a tract of ground at the Northwest corner of Wilcox street and South Crawford avenue, in the City of Chicago, separated by a sixteen (16) foot public alley;

And Whereas, The City of Chicago, by its City Council, has passed an ordinance duly vacating such portion of said public alley as lies between said two tracts of ground, the ordinance of such vacation being conditioned, among other things, upon the dedication to the City of Chicago of an alley East of and adjoining the premises last described, to connect the unvacated portion of said alley with Wilcox street on the South thereof; and whereas, in addition to the title to the premises last described, the Chicago Public Library has also acquired title to the premises necessary to be dedicated for such public alley and hereinafter more fully described;

And Whereas, There has been prepared a plat in due form dedicating to the City of Chicago, as a public alley, the premises described as the East three (3) feet of Lot Twenty-eight (28) and all that part of Lot Twenty-nine (29) in Block three (3) in Lambert Tree's Subdivision of the West half of the Northwest quarter of Section fourteen (14), Township thirty-nine (39) North, Range thirteen (13), East of the Third Principal Meridian, in Cook County, Illinois, described as follows, to wit:

Beginning at the Northwest corner of said Lot twenty-nine (29); thence East along the North line of said Lot twenty-nine (29), a distance of twenty-one (21) feet; thence Southwest in a straight line to a point eight (8) feet South of the North line and thirteen (13) feet East of the West line of said Lot twenty-nine (29); thence South along a line thirteen (13) feet East of and parallel to the West line of said Lot twenty-nine (29) to the South line thereof; thence West along the South line of Lot twenty-nine (29) a distance of thirteen (13) feet to the West line thereof, and thence North along the West line of said Lot twenty-nine (29) to the place of beginning.

Now, Therefore, Be It Resolved, That in consideration of the benefits arising by reason of the vacation of the western portion of such original alley and the throwing into one large tract of the two separate tracts now owned by the Chicago Public Library, the Chicago Public

Library by its Board of Directors does hereby authorize and direct its President and Secretary to execute and acknowledge said plat of dedication aforesaid, as directed by the city ordinance hereinbefore mentioned.

REPORTS.

The Librarian presented his statistical report for the month of March, 1918, which was received and ordered published.

NEW BUSINESS.

The President called attention to the campaign now under way to provide books for soldiers, and stated that a committee had been appointed, representing the various libraries of the city, and that certain necessary expenses in the conduct of the campaign would have to be met by the libraries conducting this work.

Director Tollkuehn moved that a sum not to exceed $100.00 be appropriated toward the work indicated, and that the Secretary be authorized to pay this amount to the Treasurer of the war library activities in this city.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

The President, Director Barr, called attention to the action of the Board in leasing the premises No. 4021 West North avenue for a branch library, and suggested that the question of furniture and fixtures for the new branch be taken up.

Director Tollkuehn moved that the matter of providing furniture and fixtures for the new branch library at No. 4021 North avenue be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

Director Jonas called attention to an order passed by the City Council March 21, 1918, as follows:

Ordered, That an order heretofore passed by the City Council on March 31, 1913, and shown at page 4274 of the Council Proceedings of that date, directing that from and after March 26, 1913, the Municipal Reference Library in the City Hall shall be placed in the charge of the Chicago Public Library, being the third paragraph of the left-hand column on said page 4274, be and the same is hereby rescinded.

Director Jonas moved that the Board concur in the action of the City Council.

Carried.

On motion of Director Jonas, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR MARCH, 1918.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of March was 597,089; for the corresponding month of the previous year 562,019. The circulation was from the following sources:

Central Library	78,865
Branches	355,810
Stations	43,061
Traveling Libraries	89,409
Deposits and Miscellaneous	29,944
	597,089

The following is a summary of the books obtained at the Central Library:

Main Collection	32,620
Open Shelf	34,973
Hughes Room	4,209
Music Room	2,841
Information Desk (Teachers and special cards)	2,613
Miscellaneous	614
Books for the Blind	622
Documents	373
	78,865

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,751	321	3,072
Austin	13,233	345	13,578
Austin High	5,735	....	5,735
Bessemer Park	4,993	316	5,309
Blackstone	11,276	443	11,719
Burr School	5,329	212	5,541
Cornell Square	3,746	89	3,835
Davis Square	2,401	69	2,470
Douglas Park	17,854	477	18,331
Dvorak Park	5,602	133	5,735
Eckhart Park	6,775	359	7,134

Englewood High	3,288	....	3,288
Forestville School	2,692	86	2,778
Fuller Park	5,300	145	5,445
Hamilton Park	8,284	271	8,555
Hamlin Park	5,219	123	5,342
Hardin	4,938	231	5,169
Harrison High	7,036	....	7,036
Hebrew Institute	9,722	1,007	10,729
Holstein Park	6,268	121	6,389
Humboldt	16,269	1,403	17,672
Independence Park	4,914	163	5,077
Kelly	16,477	354	16,831
Kosciuszko	4,160	100	4,260
Lake View High	4,381	....	4,381
Lewis Institute	15,310	843	16,153
Lincoln Center	9,011	391	9,402
Logan Square	10,778	403	11,181
Mark White Square	5,232	130	5,362
Marshall High	4,002	164	4,166
Morse School	5,685	331	6,016
Ogden Park	10,336	207	10,543
Palmer Park	5,225	171	5,396
Pulaski Park	5,196	73	5,269
Rogers Park	8,895	118	9,013
Scanlan School	5,604	42	5,646
Senn High	6,739	....	6,739
Seward Park	6,708	310	7,018
Shedd's Park	5,747	186	5,933
Sheridan	15,371	397	15,768
Sherman Park	7,471	139	7,610
Stanford Park	5,497	185	5,682
Stanton Park	3,919	193	4,112
Sumner School	6,108	250	6,358
Walker	4,211	122	4,333
West 26th Street	9,292	237	9,529
Woodlawn	20,830	902	21,732
Total	355,810	12,562	368,372

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	6,176	234	6,410
Argyle	96	33	129
Armitage	1,275	191	1,466
Ashburn	88	..	88
Assoc. House	1,170	756	1,926
Avondale	1,514	99	1,613
Birchwood	2,072	..	2,072
Butler House	3,402	140	3,542
Cheltenham	1,268	33	1,301
Chicago Ave.	1,481	334	1,815
Chicago Lawn	2,642	..	2,642
Cicero Ave	828	..	828
Dauphin Park	1,153	114	1,267
Diversey Ave,	963	115	1,078
Dunning	1,713	..	1,713
E. Fifty-eighth St.	1,387	311	1,698
East Rogers Park	1,605	142	1,747
E. Sixty-third St.	1,269	181	1,450
Edison Park	1,137	..	1,137
Fernwood	1,105	..	1 105
Gano	1,229	..	1,229
Garfield	1,232	323	1,555
Grand Ave.	842	649	1,491
Grand Crossing	1,627	65	1,692
Greenview	923	85	1,008
Gresham	4,008	48	4,056
Hegewisch	934	..	934
Hermosa	2,313	..	2,313
Irving Park	619	98	717
Jefferson Park	1,382	..	1,382
Jewish Educ. All.	2,089	139	2,228
Larrabee St	1,218	914	2,132
Lawndale	1,828	...	1,828
Longwood	1,119	..	1,119
Madison Street	1,243	858	2,101
Mayfair	1,068	..	1,068
Milwaukee Ave.	498	324	822
Montrose	1,594	..	1,594
Normal Ave	806	202	1,008
North Ave	3,315	811	4,126
North Clark St.	1,030	427	1,457
Norwood Park	583	..	583
Park Manor	1,360	279	1,639
Paulist Settlement.	(No report)		
Ravenswood	1,832	210	2,042
S. Ashland Ave	1,793	1,396	3,189
South Shore	812	55	867
S. Western Ave.	938	483	1,421
Southport Avenue.	577	195	772
Thirty-first St.	1,107	801	1,908
Wakeford	1,668	102	1,770
Washing'n Heights.	1,351	..	1,351
West Brighton	528	..	528
West Englewood	1,301	..	1,301
West Harrison St.	1,580	816	2,396
West Pullman	2,401	..	2,401
West Ravenswood.	2,212	183	2,395
W. Sixteenth St.	3,311	309	3,620
West Twelfth St.	2,794	2,120	4,914
Total	89,409	14,575	103,984

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	355,810	12,562	368,372
Traveling Libraries	89,409	14,575	103,984
Business House Deposits	27,812	1,110	28,922
Miscellaneous References	2,132	.....	2,132
Total	475,163	28,247	503,410

Of the 43,061 books supplied through the Stations Department, 12,562 were sent to 42 branches and 30,499 to 65 stations. The books supplied for the same month of the preceding year numbered 75,533 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 22,965.

REFERENCE ROOM.

Number of books issued from stacks..... 31,946
Number of recorded visitors..... 13,057

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 5,619. Visitors, 1,212.

HUGHES ROOM.

Volumes circulated, 4,209; pictures circulated, 3,093; visits from school classes, 2; recorded visitors, 3,385. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,825; newspapers, 569. Visitors, 1,462.

CIVICS ROOM.

Magazines issued, 2,372; directories consulted, 2,535; bound documents used, 1,881; books, 791; pamphlets, 9,600; visitors, 6,089.

STUDY ROOM

Volumes consulted, 2,546. Visitors, 3,992.

READING ROOM.

Periodicals issued at the counter at Central Library, 11,344. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 99,618.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 6,780; issued in March of the previous year, 8,106.

Number of juvenile cards issued, 2,106; research cards, 4; vacation cards, 0; teachers' cards, 109. The number of three-year cards outstanding is 210,345.

BINDERY DEPARTMENT.

Number of books at binderies March 1, 1918	8,524
Number of books sent to binderies in March, 1918	7,043
Total number of books at binderies in March, 1918	15,567
Number of books received from binderies in March, 1918	6,285
Number of books at binderies April 1, 1918	9,282
Number of books repaired in Library in March, 1918	6,341

GROWTH OF THE LIBRARY.

The total number of volumes in the Library April 1, 1918, was 876,017. Received since June 1, 1917, 99,413; since March 1, 1918, 10,694. Books worn out and discarded since June 1, 1917, 27,414; since March 1, 1918, 2,525. Books lost and paid for since June 1, 1917, 2,248; since March 1, 1918, 253. Books found and money refunded since June 1, 1917, 202; since March 1, 1918, 28.

CARL B. RODEN,
Librarian.

CHICAGO, April 8, 1918.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, APRIL 22, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held April 8, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From The Edison Park Improvement Association, enclosing a petition from the residents of Edison Park requesting the Board to continue the branch library located in that part of the city.

There being no objections, action on the petition was deferred.

From C. E. DeButts, Principal of the Bowen High School, enclosing a petition, signed by the teachers and the Parent Teachers' Association of Bowen School, requesting the Board to establish a high school branch in that school.

Referred to the Committee on Library.

From Emil Jahn, requesting the Board to estabish a station in his store, No. 4337 Lincoln avenue.

Referred to the Committee on Library.

From Meyer Drug & Truss Co., 811 West Twelfth street, requesting the Board to establish a station in their store at that number.

Referred to the Committee on Library.

From Abe Gurewitz, 1612 South Kedzie Avenue, requesting the Board to establish a station at that number.

Referred to the Committee on Library.

From Russell A. Merz, Secretary of the Hi-Y Club, requesting permission to hold meetings in the assembly room of

the Hiram Kelly Branch Tuesday afternoons, 3:15 to 5:30 o'clock.

Referred to the Committee on Library.

From Pearl I. Field, requesting the Board to grant her compensation for time lost, April sixth to thirteenth, on account of illness.

Referred to the Committee on Administration.

From Florence W. Arnold, requesting the Board to grant her compensation for time lost, March eighteenth to April eighteenth, on account of illness.

Referred to the Committee on Administration.

From sundry employés of the Board in reference to their salaries.

Referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	696 vols., 182 pamphlets,	$ 872.00
Branch Collection:	1615 vols.,	1590.00
Deposit Collection:	1196 vols.,	1148.00
High School Collection:	103 vols.,	95.00
Thomas Hughes Collection:	151 vols.,	112.00
Reserve Collection:	125 vols.,	53.00
Kelly Fund:	26 vols.,	29.00
	3912 vols.,	$3899.00

Respectfully submitted,

EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, Apr. 22, 1918.

He, also, presented a bill from Alexander's Typesetting Company in the amount of $512.50 for composition, presswork, binding, etc., on three thousand Russian catalogs, and moved that the bill be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignation has been received by your Committee on Administration and its acceptance is recommended with instructions to the Librarian to fill the vacancy by requisition on the Civil Service Commission:

George Yarber, page, April 6.

It is further recommended that leaves of absence be granted as follows:

C. Arthur Halstead, page, from April 18 to October 31, incl.

Pierre Lyon, page, from May 2 to September 25, incl.

Gertrude Ahern, junior assistant, from April 10 to October 1.

Irene M. Ives, senior assistant, one year from June 1.

Jesse J. Harned, page, from April 24 to September 1, incl.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, Apr. 22, 1918.

He, also, presented a report of the Committee on the salaries of the employés of the Board for the year beginning April 26, 1918.

There being no objections, action on the report was deferred.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — Your Committee on Buildings and Grounds begs leave to report that in accordance with the advertisement bids for automobile trucks were opened on the 18th inst., and were as follows:

Chassis.

Chicago Republic Truck Co.	$1,354.00
Service Motor Truck Co	1,710.00
Dashiell Motor Co. (Dodge)	1,500.00
Lawder Bros, (Ford)	875.00

Body.

Wayman & Murphy Co	$ 360.00
Fred L. Meckel	375.00

Your Committee recommends that the contract be awarded to the Chicage Republic Truck Co. for one chassis in accordance with their bid of $1,354.00, and that a contract be awarded the Wayman & Murphy Co. for body in accordance with their bid of $360.00.

All of which is respectfully submitted,

CHAS. E. SCHICK,
JAS. J. HEALY,
SAMUEL GESSLER,
Committee on Buildings and Grounds.

CHICAGO, Apr. 22, 1918.

Director Schick stated that the fire insurance on the contents of the Public Library Building would expire in June, 1918, and moved that the Secretary be authorized to advertise for proposals for insurance in the sum of $200,000.00 on the contents of the building.

Carried.

REPORTS.

The President stated that in connection with the acquiring of the site for the proposed library building on Crawford avenue it became necessary to have a plat of dedication for the new alley prepared and a survey of the premises made, also that a special assessment on the lots involved in the dedication of the new alley was required to be paid in full before the plat could be recorded, and he presented a bill from the City Collector for the second and third installments on parts of lots 21 and 29 and the bill for the second installment of lots 22-28 inclusive in the amount of $236.65 and the bill of the Chicago Guarantee Survey Company for survey and the preparation of the plat of dedication in the amount of $75.00.

Director Jonas moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

NEW BUSINESS.

Director Healy moved that the Board go into

EXECUTIVE SESSION,

sitting as a committee of the whole to consider the report of the Committee on Administration, action on which had been deferred.

Carried.

Director Gessler acting as Secretary.

After consideration of the report of the Committee on Administration, together with the roster of employés accompanying it, the committee rose, and the Board resumed open session.

Director Gessler, Secretary of the executive session, reported the adoption of the following report of the Committee on Administration and roster of employés, together with the recommendation that the salary of the Secretary of the Board be increased $500.00 per annum, and moved that the action of the committee of the whole be made the action of the Board.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration has had under consideration the schedule of salaries of the staff of the Library with a view to making such revisions as seem proper. Numerous communications have been received from groups of employés in various branches of the service, calling attention to the constantly rising cost of living and asking for increases in salary. Your Committee has carefully considered these requests and is thoroughly alive to the unusual and difficult problems which they present.

At the same time a study of the appropriation in the annual budget as passed by the Board in January makes it plain that the sum available for salaries is inadequate for granting in full all of the requests submitted, however just theymay be. Under the rules of the Board a number of employés will on certain dates during the next twelve months become eligible to automatic increases. A number of others, however, will not be benefited by this provision by reason of the character of their employment or because they have reached the limits of their grades. The only way to provide relief for the latter class would be to amend the entire schedule by raising the scale of salaries payable in each grade, as well as in the ungraded branches of the service comprising the engineering, mechanical and janitor staff. To do this in any adequate measure and also to meet the automatic increases as they fall due would require a sum very much larger than that which is at the disposal of the Board at this time. Your Committee therefore recommends that the salary schedules be amended by the addition of $120.00 per annum to the salaries to all regular and permanent employés in all the graded and ungraded classes of service excepting that of pages, and of certain other employés drawn by the Library from the

municipal clerical service, namely: one junior stenographer, one stenographic assistant and seven messengers. With respect to these we recommend that the scale of salary and automatic increases in force in the clerical service be applied. For the pages we recommend a horizontal increase of five dollars per month and the continuance of the automatic increases as now in force.

In order to make this substantial advance possible we further recommend that all automatic increases accruing during the next twelve months be suspended, and that no advance in salary be made in the classes mentioned during the said period excepting as herein recommended. We submit these recommendations in the form of the following resolutions:

Resolved: That for and during the period of the twelve months beginning on April 26th, 1918, and ending on April 25th, 1919, all so-called automatic increases accruing by reason of length of service and general efficiency in the salaries of employés of the Chicago Public Library under the rules of this Board and of the Civil Service Commission be and they are hereby suspended. *Provided:* That this order shall not affect the salaries of employés in the grades designated as pages, messengers, stenographic assistants and junior stenographers, in which grades the automatic increase shall apply as heretofore.

Resolved: That from and after April 26th, 1918, and subject to the approval of the Civil Service Commission, the following amended salary schedules shall apply in rating the salaries of all employés of the Chicago Public Library within the grades and in the groups enumerated:

GRADE I.

Group D	$ 660
Group C (at least one year's service in lower group)	720
Group B (at least one year's service in next lower group)	780
Group A (at least one year's service in next lower group)	840

GRADE II.

Group E	$ 900
Group D (at least one year's service in lower group)	960
Gronp C (at least one year's service in next lower group)	1020
Group B (at least one year's service in next lower group)	1080
Group A (at least one year's service in next lower group)	1140

GRADE III.

Group D	$1200
Group C (at least one year's service in lower group)	1260
Group B (at least one year's service in next lower group)	1320
Group A (at least one year's service in next lower group)	1380

GRADE IV.

Group E	$1440
Group D (at least one year's service in lower group)	1500
Group C (at least one-year's service in next lower group)	1560
Group B (at least one year's service in next lower group)	1620
Group A (at least one year's service in next lower group)	1680

GRADE V.

$1740 to $3300.

All salaries in this grade to be advanced by $120.00 per annum.

Pages.

Group D	$ 480
Group C (at least six months' service in lower group)	510
Group B (at least six months' service in next lower group)	540
Group A (at least six months' service in next lower group)	570

Multigraph Operators.

Group D	$ 720
Group C (at least one year's service in lower group)	780
Group B (at least one year's service in next lowet group)	840
Group A (at least one year's service in next lower group)	900

Book Repairers and Typists.

Group C	$ 600
Group B (at least one year's service in lower group)	660
Group A (at least one year's service in next lower group)	720

In accordance with these recommendations your Committee has caused a schedule of salaries to be prepared to cover the period indicated and now submits the same for adoption. The list does not include the names of temporary employés, of whom there are at this date one hundred and fifty-three. For these we recommend that provision be made on the same basis as for the regular staff—*i. e.*, by the addition of ten dollars per month to their present salaries, excepting those whose salaries have been so increased by special action of the Board within the past month.

For employés engaged for part-time service we recommend that increases be applied in the ratio governing their salaries.

Respectfully submitted,

R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,

Committee on Administration.

CHICAGO, April 22, 1918.

Administration Division

Carl B. Roden, $6000.
Walter G. Roth, $510.
Gertrude C. Shine, $1200.
Harry G. Wilson, $5500.
Walter B. Flintrup, $1140.
Emanuel Holy, $1860.
James W. McGovern, $840.
Minnie E. Wills, $1680.

Accessions Division

Caroline Bernhardt, $1440.
Anna V. Donnelly, $960.
Helen Fix, $1140.
Palmyre Jacob, $660.
Winifred J. Lagorio, $1140.
Rosalind L. Lillibridge, $1260.
Genevieve M. O'Leary, $1020.
Bessie H. Palmer, $1320.
Lora A. Rich, $1260.

Arts and Crafts Division

Frank E. Waska, $1680.
Belle B. Hyman, $660.

Bindery Division

J. Ritchie Patterson, $2040.
Lottie Bewers, $720.
Lizzie Grison, $600.
Mary M. Hishen, $1380.
Marguerite Hollingsworth, $720.
Emma Hulse, $600.
Jennie Manley, $600.
Anna A. O'Brien, $1140.
Hattie O'Neal, $720.
Kathryn A. Stevens, $720.
May Weaymouth, $600.

Branches Division

John F. Phelan, $2820.
Rebecca M. Bond, $960.
Nellie Doran, $1140.
Beulah Haynes, $660.
Prudence Higley, $960.
Augusta G. Kessell, $840.
Faith Mix, $1140.
Marie L. Ryan, $1200.
Pyrrha B. Sheffield, $1200.
Alice E. Shutter, $660.
Cecilia M. Troy, $1020.

Head Assistants

Julia A. Baker, $1500.
Minnie S. Clark, $1440.
Janet M. Green, $1500.
Bird Morrison, $1440.
Olive E. Pillsbury, $1440.
Myrtle E. Sette, $1500.

Principal Assistants

Harriet I. Baer, $1320.
Kate B. Chase, $1200.
Edith Erskine, $1200.
Alice M. Farquhar, $1260.
Gertrude Husenetter, $1200.
Ada M. Lanquist, $1260.
Jessie Lawson, $1200.
Emma Levin, $1260.
Mary Moser, $1260.
Eliza Pendry, $1200.
Frances V. Rice, $1380.

Senior Assistants

Ada M. Anderson, $1140.
Helen S. Babcock, $1020.
Annie Batchelder, $960.
Elizabeth Bell, $1020.
Maude Blake, $1140.
Philomena Brennan, $960.
Helen Browne, $900.
Frances C. Canter, $1080.
Eva C. Cella, $900.
Ruth Chandler, $900.
May Cornwall, $900.
Roey Cowen, $1020.
Muriel Dunne, $1140.
Mary E. Ely, $1020.
Pearl E. Feddersen, $1140.
Lillian N. Fenneman, $1020.
Helen H. Forman, $1140.
Catherine Fox, $1140.
Julia A. Gerloff, $1140.
Clara L. German, $1080.
Olive Griffith, $900.
Louise M. Hannagan, $1140.
Vivian G. Harsh, $1140.
Charlotte Hartmann, $960.
Fanchon I. Henderson, $1020.
Gail H. Hinman, $900.
Helen LaBerge, $900.
Alberta L. McDermott, $1140.
Margaret McDonald, $960.
Daisy I. McHale, $1140.
Rebecca McKesson, $900.
Catherine McNulty, $1080.
Marguerite McQuillen, $900.
Bessie Markson, $900.
Nellie Marlatt, $960.
Mabel C. Moderwell, $900.
Evelyn Morgan, $960.
Martha Mott, $900.
Mathilda S. Nodek, $1140.
Sylvia Oakley, $960.
Charlotte L. Olson, $1080.
A. Virginia Post, $900.
Camille Rigali, $900.
Erva E. Romaine, $900.
Hazel M. Rouse, $900.
Florence A. Royer, $900.
Geraldine Sadford, $900.
Ella M. Saunders, $900.
Charlotte E. Smith, $900.
Jennie Smock, $900.
Anna W. Thayer, $1140.
Ivae Walker, $900.
Mary A. Wilson, $1140.

Junior Assistants

Ruth C. Barlow, $660.
Neva J. Bath, $660.
Sarah Berman, $780.
Viola Bough, $660.
Frances Boyd, $660.
Winifred Bright, $660.
Ada Cole, $720.
Frances M. Cowan, $780.
Libbie Czapler, $720.
Pearl E. D'Auben, $720.
Dorothy Dillon, $660.
Helen M. Dowd, $660.
Sarah Elkin, $720.
Lydia M. Field, $660.
Frances M. Fowler, $660.
Francis Golombowski, $660.
Irene M. Graham, $660.
Edith Greengard, $660.
Madelyn Hesse, $660.
Katherine Hitt, $660.
Cora Hough, $780.
Anna L. Hrdlicka, $660.
Gladys Huls, $660.
Byrl Jörgenson, $660.
Martha A Joseph, $660.
Alice A. Karno, $720.
Anna I. Kelley, $840.
Lillian Kennedy, $720.
Anna L Kittilsby, $660.
Marion V. Lamb, $660.
Gertrude Leberstine, $840.
Mary Livshis, $840.
Edith S. Ludden, $660.
Bernadine McLaughlin, $720.
Florence McLean, $720.
Rosalind Mason, $660.
Dorothy Mott, $660.
Frieda Newman, $660.
Ida H. E. Ockenholt, $660.
Alice J. Peterson, $660.
Ruth V. Peterson, $780.
Goldye Salganick, $660.
Carrie Shade, $780.
Esther Shapiro, $660.
Helen J. Sim, $660.
Dorothy Snyder, $660.
Josephine V. Sowers, $660.
Jennie C. TenCate, $660.
Leah G. TenCate, $660.
Stella Turek, $720.
Mabel Twitty, $660.
Helen Wilson, $780.
Sue Wuchter, $780.

Pages

John A. Blake, $540.
Max Cohen, $570.
Lawrence W. Cronin, $510.
Nathan Dolnitzky, $570.
Isadore Drues, $570.
Ralph E. A. Erickson, $510.
William M. Felsher, $570.
Alfred S. Foy, $510.
Walter P. Greene, $510.
Charles A. Halstead, $510.
Ethel P. Jewell, $510.
Edward Karasinski, $510.
Maurice Kornreich, $510.
Otto Laske, $570.
Michael Leberstein, $570.
Joseph Lindenbaum, $570.
Pierre Lyon, $510.
John B. McCauley, $570.
Kathryn McGinness, $510.
Frank Magilner, $570.
Robert M. Mandel, $570.
Ruth C. Marlatt, $540.
Bruno Z. Nowakowski, $570.
Joseph S. Purcell, $510.
Richard Regensburger, $570.
Herman Reinstein, $510.
Robert B. Robertson, $540.
Paul J. Rupprecht, $540.
John V. Ryan, $540.
Selig Seldin, $510.
William Sheehan, $510.
Meyer Sturman, $540.
Eli Tigay, $540.

Edwin Ulveling, $570.
Raphael V. Ulveling, $540.
Marvin Walker, $540.
Genevieve Wallace, $510.

Janitors

Thomas P. Conry, $1620.
Robert H. Proudie, $1080.
John Renkosicwicz, $1080.

Catalog Division

Bessie Goldberg, $1920.
Florence W. Arnold, $1080.
Gladys Arnold, $1500.
Lucy E. Brown, $1380.
Minnie Grube, $900.
Emily T. Larson, $1440.
Anna C. Reque, $1500.
Irma L. Snyder, $1200.

Circulation Division

Pearl I. Field, $1860.
Elizabeth Barnes, $1200.
Margaret L. Beckner, $660.
Florence L. Berg, $960.
Clara Conlan, $660.
Alice Langellier, $660.
Sarah Mulroy, $660.
Marion Oliver, $900.
Cleophas N. Theriault, $540.

Civics Division

Charles Lhotka, $2100.
Agnes Donoghue, $1140.
Ruth Goldstone, $900.
Edward Henwood, $1140.
Edith Kammerling, $1320.
Sara J. Kerns, $900.
Edward M. Peterson, $1140.
Josephine Polk, $660.
Anna C. Powers, $660.
Jessie M. Woodford, $1440.

Deposits Division

Mary W. Wood, $1740.
Gertrude Ahern, $660.
Katherine E. Brady, $1200.
Mildred M. Burke, $1020.
Florence Ciovino, $600.
Anna M. Culliton, $540.
Helen T. Doan, $900.
Cecelia Georgas, $720.
Ida B. Johnson, $1140.
Agnes E. Jones, $720.
Elizabeth A. Larkin, $660.
Edward H. Saperstein, $570.
Elizabeth B. Stone, $720.
Catherine Thomson, $720.
Charlotte Zepf, $660.

Evening and Holiday Division

Benjamin M. Smith, $2220.
Joseph J. Augustus, $1260.
Benjamin Einhorn, $540.
Arnold T. Hanson, $540.
Louis M. Kaplan, $600.
Benjamin M. Levin, $600.
Nathan R. Levin, $1260.
Sidney N. Levin, $570.
Milton Meizel, $510.
William P. Perlman, $600.
Leo Rice, $480.
Benjamin Schenker, $570.
Levi E. Southe, $570.

Hughes Room

Adah F. Whitcomb, $1740.
Faith E. Smith, $1920.
Louise Ayers, $960.
H. Roberta Dreyer, $660.
Edith F. Long, $960.
Pauline Rothgeb, $660.
Lena Sorg, $720.

Loan Record Division

May I. Carroll, $1740.
B. Rosalie Beale, $900.
Phyllis Cleaver, $900.
Mildred Cohen, $660.
Irene Ives, $1140.
Margaret O'Shaughnessy, $1440.
Jessie E. Reed, $1200.

Periodicals Division

Reidar Arentz, $1800.
James H. Biddle, $1140.
Charles Macko, $1080.

Publications Division

Anna J. Ferguson, $1380.
Maude H. T. Freeman, $1260.
Anna Riordan, $1380.

Reference Division

Carrie L. Elliott, $2100.
William C. Firebaugh, $1260.
Charles Green, $1140.
J. Frank James, $1500.
Margaret Kearney, $1140.
Amelia M. Platt, $1500.
Mary E. Rae, $1140.
Charles F. Zak, $1380.

Registry Division

Lilyan G. Morawski, $1800.
Loretto M. Crowe, $1140.
Katherine Donovan, $1560.
John G. Mau, $660.
Mary Neylen, $840.
Mary Ryan, $1140.
Blanche V. Shaw, $1020.
Evelyn Wall, $660.
Katherine E. Wright, $600.

Stacks

George S. King, $1680.
Charles Brock, $570.
Benjamin A. Browning, $570.
Robert E. Christian, $540.

Switchboard Operator

Rebecca M. Burke, $1080.

Stations Division

William A. Purer, $2340.
John D. Barchard, $1380.
George F. Bell, $1260.
Jacob Cohen, $780.
Raymond Dwyer, $1080.
Albert F. Finkle, $600.
John Gawron, $1380.
Harold Hellgren, $1260.
Edward C. Johnson, $600.
Fred C. Lutter, $1380.
Herman Miller, $1140.
George F. Proctor, $570.
William Renner, $1140.
Joseph Rzepinski, $1140.
Emmet T. Scales, $510.
Emma L. Shaw, $1080.
Christian Sonne, $1560.
William J. Soper, $1380.
John P. Wallenborn, $1380.
Howard Weekley, $570.
Isadore B. Weissburd, $600.
George A. Wiborg, $1380.
Agatha A. Wieboldt, $840.
Edward Hartwig, $840.

Janitors Division

James J. Linehan, $2340.
John Ampey, $1020.
Josephena Anderson, $900.
Alvin Beck, $1080.
Joseph Bennett, $1020.
Frank Bergman, $1200.
Oscar Carlson, $1080.
Dominick Carsello, $1080.
John Christian, $1230.
Josephine Cubecheck, $900.

Alessandro Farroli, $1200.
Ernst Grabe, $1140.
George Hadjuk, $1080.
Mary Higgins, $900.
Charles F. Jackson, $1080.
Vivian Jacobs, $1020.
James C. King, $1260.
Martin R. Logan, $1020.
William McDearmed, $1020.
John McKay, $1080.
Frank Malina, $1020.
Mary Mangan, $900.
John Meredith, $1020.
Clyde D. Middleton, $1080.
Bridget Moran, $900.
Peter Murphy, $1020.
Catherine Murray, $900.
Axel F. Olson, $1080.
Bruce Reeder, $1080.
Frank Schillinger, $5.60 per day.
William P. Shanley, $1020.
Michael Sheridan, $1080.
Kelsey Stone, $1020.
Christian Ullrich, $1380.
Frank Underwood, $1020.
Florence Voight, $900.
George D. Wedel, $1080.

Engineers Division

Jacob Reitz, $2820.
Robert G. Allison, $1820,
Amby J. Beery, $1320.
John T. Finn, $1320.
John Guthrie, $1320.
Thomas Guthrie, $1320.
Ernest A. Hart, $2240.
Peter Ledeboer, $1820.
John Murray, $1200.
Cosmo Pacente, $1140.
James O'Hara, $1200.
John Stretch, $1320.
Peter J. Thurston, $1600.

The President called up the petition of the Edison Park Improvement Association, action on which had been deferred earlier in the meeting, and after discussion Director Healy moved that the matter be referred to the Committee on Buildings and Grounds with instructions to re-lease the rooms now used for a branch for another year on the same terms as heretofore, $25.00 per month, and that the President and Secretary be authorized to execute the lease.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

On motion of Director Jonas, the Board adjourned.

A. R. Wilson
Secretary.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 13, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Jonas, Gessler and Tollkuehn.

Absent—Directors Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held April 22, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From his honor, the Mayor, enclosing a letter from Albert Peterson, Secretary of the International Union of Steam and Operating Engineers, in reference to the wages of the engineers and oilers employed by the Board.

The communication was referred to the Committee on Administration.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following report and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	1197 vols., 29 pamphlets, 21 pictures,	$1356.00
Branch Collection:	2895 vols.,	2166.00
High School Collection:	128 vols.,	163.00
Deposit Collection:	1455 vols.,	1321.00
Ryder Fund:	1 vol.,	5.00
Reserve Collection:	24 vols.,	85.00
Kelly Fund:	76 vols.,	59.00
Rental Collection:	190 vols.,	181.00
	5966 vols.,	$5336.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $62.05, be paid from the incidental fund.

Respectfully submitted,

EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, May 13, 1918.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

B. F. Stevens & Brown, books and subscriptions, £279/19/7 (est.)	$1357.85
A. C. McClurg & Co., books	9428.86
C. V. Ritter, books	212 35
D. M. Miller, books	179.06
Walter M. Hill, books	153.00
A. L. A. Publisbing Board, books	90.00
Albert Bonnier Publishing Co., books	68.06
Boston Book Co., books	17 00
A. Krocb & Co., books and subscriptions	23.15
American Academy of Political and Social Science, books	13.35
H. W. Wilson Co., books	11.38
Wallace Nutting, books	10.58
R. L. Polk & Co., books	10.00
Charles F. Heartman, books	9.00
G. E. Stecbert & Co., books	8.29
Poor's Manual Co., books	7.50
Tbomas C. Russell, books	5.00
Atlas Printing Co., books	5.00
A. W. Shaw Co., books	5.00
Cumulative Digest Corporation, subscription	115 00
Standard Statistics Co., subscription	108.00
Hendrickson Publishing Co., subscription	15 00
J. M. Hanson-Bennett Magazine Agency, subscriptions	10.00
Brabandt & Valters Book Binding Co., binding	1565.20
Geo. E. Koebler & Son, binding	829.12
Burgmeier Book Bindery, binding	321.20
Joseph Flucke & Son, binding	311.46
Northwestern Bindery, binding	253.51
John Seybold, gold marking on books	148.88
Kirk's Ink Co., paste	22.25
Shelp Mfg. Co., gummed muslin	22.00
Tucker-Kenworthy Co., printing bulletins	146.75
J. W. Butler Paper Co., paper	83.63
Dwight Bros. Paper Co., paper	78.31
James White Paper Co., paper	31.68
Swigart Paper Co., paper	154.57
Bradner Smith & Co., paper	67.40
Library Bureau, cards and book supports	63.58
Rand Co., cards	34 00
Gaw-O'Hara Envelope Co., envelopes	24.10
City Collector, pay roll sheets, etc	7.64
Max Stern's Sons, printing	172 00
James Watson & Co., printing	58.50
Holmes Co., stationery	15.00
Nelson-Eismann-Quist Co., pencils	73.00
Geo. E. Cole & Co., stationery	71.20
Hollis & Duncan, twine	31.75
Dennison Mfg. Co., glue	18.90
Goodyear Rubber Co., rubber bands	14.81
Rockwell-Barnes Co., carbon paper	12.50
A. B. Dick Co., ink, paper	6.45
Universal Stamp & Stencil Works, date holders, dates, rubber stamps	28.70
H. G. Wilson, Sec'y, cash expenditures, April, 1918	391.88
	$16,922.40

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Kelly Branch Fund.

A. C. McClurg & Co., books	$153.40
Cumulative Digest Corporation, subscription	5 00
Geo. E. Koebler & Son, binding	17.89
Northwestern Bindery, binding	2.24
Joseph Flucke & Son, binding	2.01
Brabandt & Valters Book Binding Co., binding	4.03
	$184.57

Ryder Fund.

William Helburn, books	$ 4.80
B. F. Stevens & Brown, books £2/18/-(est.)	14.00
	$18.80

Rental Collection.

A. C. McClurg & Co., books	$53.79

Insurance Fund.

A. C. McClurg & Co., books	$60.00

He, also, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library begs to submit the following recommendations with reference to various matters under consideration:

That certain book borrowers, residing at 641 North Pine avenue, Austin, be relieved from liability for library books in their possession which were destroyed by fire at that address on May 6, 1918.

That the request for installation of deposit stations at the following named places be filed, for the reasons stated:

Meyer Drug and Truss Co., 811 West 12th street, because this location is only three blocks from the library branch at Stanford Park.

A. Gurewitz, 1612 South Kedzie avenue. This locality can be better served in an installation farther west and south, which will be reported on later.

Emil Jahn, 4337 Lincoln avenue, because within three blocks of a delivery station and five blocks of a deposit station.

That the following applications for delivery stations be disposed of as noted:

A. L. Larson, 3901 North Albany avenue. We recommend a trial installation on the usual terms.

Mrs E. B. Hopp, 2273 Lincoln avenue. We recommend that this application be filed because of proximity to a station now in operation.

That the request from the Hi-Y Club for the use of the assembly room at Hiram Kelly Branch on Tuesday afternoons from 3:15 to 5:30 o'clock be granted.

That the following requests for the installation of branches be filed, to be considered in their order. Your Committee desires to state that, while we fully realize that each of these applications represents a need as well as an opportunity for important and profitable extensions of library service, the present situation with regard to resources and the great scarcity of properly trained help is such that it seems unlikely that much more can be undertaken during the present year in establishing new library agencies requiring large equipment and a competent staff. The following applications should, therefore, be filed as a matter of record and for future consideration:

Bowen High School;
Gage Park;
Chicago Lawn.

Respectfully submitted,
EDGAR A. JONAS,
R. G. SHUTTER,
Committee on Library.

CHICAGO, May 13, 1918.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration begs leave to make the following report on matters in its hands:

That leaves of absence be granted as follows:

Janet M. Green, six months from April 15, on account of illness.

Joseph M. Lindenbaum, from June 17 to September 30, to engage in government service.

That authority be granted for the addition of one senior assistant to the staff of the Deposit Department.

That the sum of three hundred dollars be appropriated to defray the expenses of persons to be designated by the Librarian for attendance at the annual conference of the American Library Association at Saratoga Springs, July 1 to 8.

That the following scale of hourly rates of payment for extra or temporary work of members of the evening force when on duty during day hours, and of the day force, above the grade of pages and messengers, on evening, Sunday and holiday service be adopted, pages and messengers on temporary evening duty to be paid at the rate of one dollar per night in the Circulating Division and one dollar and twenty-five cents in the Reference Division:

	Per hour
Pages (temporary and during first year of employment)	$0.25
Pages (after first year)	.30
Messengers	.30
Junior assistants	.35
Senior assistants	.40
Principal and head assistants	.45

That the salary of traveling substitutes in the Branch Division be fixed at four-fifths of the rate for pages, according to length of service.

Respectfully submitted,
R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, May 13, 1918.

He, also, presented the bill of the United States Audit Company in the amount of $43.75, for their audit of the books and accounts of the Public Library for the quarter ended March 1, 1918, and moved that the bill be ordered paid.

Carried.

He, also, presented the list of vacancies and appointments for April, 1918, which was received and ordered published.

The following is the list:

Helen B. Anderson, junior library assistant, separated April 30.

George Bateman, page, appointed temp. April 15, $420 per year.

Frank Bellokin, page, appointed temp. April 5, $420 per year; separated April 5.

Rena Bendorf, junior library assistant, separated April 25.

Elizabeth Berquist, junior library assistant, separated April 3.

Joseph Berman, page, separated April 10.

Edward Bezark, page, appointed temp. April 23, $420 per year.

Benjamin Bleiman, page, separated April 25.

Gordon Bush, page, appointed temp. April 29, $480 per year.

Hilton Childress, page, appointed temp. April 6, $420 per year.

Jean Clark, junior library assistant, appointed temp. April 15, $480 per year.

Eugene Daniel, page, appointed temp. April 29, $480 per year.

Florence M. Davison, junior library assistant, separated April 5.

Marjorie Dillon, junior library assistant, separated by death April 16.

Vincent Duvigneaud, page, separated April 9.

Emanuel Feinstein, page, appointed temp. April 26, $480 per year.

Alex Feldman, page, appointed temp. April 15, $420 per year.

Joseph Fernandez, page, appointed temp. April 23, $420 per year.

Irving Fisher, page, appointed temp. April 24, $420 per year.

Flora A. Fuessle, junior library assistant, separated April 5.

David Goldberg, page, appointed temp. April 18, $420 per year; separated April 29.

Beatrice Goodhart, junior library assistant, separated April 5.

David Goodman, page, appointed temp. April 2, $420 per year; separated April 7.

Frank Guido, page, appointed temp. April 22, $420 per year.

Jesse Harned, page, separated Aprll 24.

Olive Hartley, junior library assistant, separated April 5.

Gertrude Hayes, junior library assistant, separated April 5.

Harry Hendler, page, appointed temp. April 11, $420 per year.

Grace Hippenhamer, junior library assistant, separated April 4.

Bernard Holtzman, page, appointed temp. April 2, $420 per year; separated April 3.

Richmond W. Jones, elevator operator, resigned March 1.

Joseph Kaden, page, appointed temp. April 29, $480 per year.

Perry Kahn, page, appointed , temp. April 9, $420 per year.

George Kaminski, page, appointed temp. April 1, $420 per year; separated April 1.

Thomas Kaplan, page, appointed temp. April 26, $480 per year.

Harold Kaufman, page, appointed temp. April 11, $420 per year.

Theodore Korshak, page, appointed temp. April 30, $480 per year.

Marguerite Lennen, junior library assistant, separated April 10.

Arthur Levin, page, appointed temp. April 17, $420 per year.

Selma Levinson, junior library assistant, separated April 5.

Matthew Lightfoot, page, separated April 7.

Theodore Lutman, page, appointed temp. April 22, $420 per year.

Florence McKenzie, janitress, separated April 3; appointed temp. April 10, $780 per year.

Blanche McLaughlin, junior library assistant, appointed temp. April 15, $480 per year.

John McManus, page, separated April 5.

Robert MacMullen, page, appointed temp. April 27, $480 per year.

Jack Maisel, page, appointed temp. April 5, $420 per year.

Robert Marcus, page, appointed temp. April 8, $420 per year.

Edward Marton, page, separated April 14.

Lillian Moll, junior library assistant, separated April 25.

John Moran, page, appointed temp. April 4 $420 per year.

Emma Namyslo, junior library assistant, appointed temp. April 16, $480 per year.

Juliet Norkin, junior library assistant, separated April 25.

Morris Ordman, page, separated April 7.

Amy Peck, junior library assistant, separated April 5; appointed temp. April 11, $480 yer year.

Thomas Pickley, page, appointed temp. April 30, $480 per year.

Charles Pivovitz, junior library assistant, separated April 25; appointed temp. as page April 26, $540 per year.

Morris Revzen, page, appointed temp. April 11, $420 per year.

Helen Richter, junior library assistant, separated April 22.

Therrell Riley, junior library assistant, separated April 12.

Charles Ringham, page, separated April 5.

Jennie Robinson, junior library assistant, appointed temp. April 15, $480 per year.

Morton Rosenbloom, page, separated April 15.

Norman Rued, page, appointed temp. April 28, $480 per year,

John Schmidt, principal cataloger, separated April 22.

Helene Schoff, junior library assistant, separated April 21.

Charles Shetsky, page, separated April 11.

George Spero, page, appointed temp. April 26, $480 per year.

John Sullivan, page, separated April 18.

Joseph Sumo, page, appointed temp. April 4, $420 per year.

Florence Sweet, junior library assistant, separated April 25

Minnie Timian, junior library assistant, separated April 5.

Sadie Tobey, junior library assistant, appointed temp. April 16, $480 per year.

Sam Tobey, page, separated April 15.

Jean Turgeon, junior library assistant, separated April 5.

John Tyler, page, appointed temp. April 9, $420 per year; separated April 16.

Henry Vaupel, page, appointed temp. April 11, $420 per year.

Elsie Von Bergen, junior library assistant, separated April 10.

Lydia Wacholz, junior library assistant, appointed temp. April 8, $480 per year.

Morris Weissman, page, appointed temp. April 26, $480 per year.

Hester Wentworth, junior library assistant, separated April 5.

Herman Winer, page, appointed temp. April 1, $420 per year; separated April 1.

William Wolf, page, separated April 5.

George Yarber, page, resigned April 6.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 190.00
Louis Solomon, rent, Humboldt Park Branch	185.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150 00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
Julius Fuermann, rent, Logan Square Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., electric current	324.71
Chicago Telephone Co., service	100 58
Hicks & Taylor Coal Co., coal	80.48
Consumers Co., coal	81.61
Peoples Gas Light & Coke Co., gas	24.28
A. P. A. Paper Co., toilet supplies	94.00
Toll Bros., laundering towels	61.73
Haegele Ice Co., ice	19.97
Individual Towel & Cabinet Service Co., clean towel supply	19.00
Buchanan Bros., sprinkling streets, main library	15.00
Armour Soap Works, soap	32.71
Cudahy Packing Co., soap powder	15.00
L. Gould & Co., twine, brooms, etc	26.50
Chicago Evening Post Co., advertising	3.76
Pottinger-Flynn Coal Co., coal	1276.25
Baker Bros., coal	117.36
Taylor Coal Co., coal	92.17
Hollow Center Packing Co., asbestos gaskets, etc	32.88
O. C. Keckley Co., gauge glasses, washers, etc	10.16
Johnson Service Co., repairing temperature control bldg. hot water supply	8 04
Crosby Steam Gauge & Valve Co., globe discs and seats	7.00
Charles H. Besly & Co., oil	6.00
Geo. B. Carpenter & Co., rope	3.37
Citizens Service Bureau, removing cinders	42.75
Western Electric Co., mazda lamps	34.22
Inland Electric Co., electrical supplies	11.42
National X-Ray Reflector Co., reflectors	7.30
Frank Scaar & Co., repair parts and repairing elevators	27.20
Gallaher & Speck, machinists' labor	13.66
Acheson Graphite Co., graphite	11.50
Remien & Kuhnert Co., shellac, alcohol, etc	16.45
Bullard & Gormley Co., hardware	13.67
Wm. Dilley, mop handles, etc	7.00
G. B. Davidson, second installment general auto accident liability insurance	834.80
Fred A. Phillips, premium liability insurance new branches	6.00
John J. Keenan & Co., refinishing counters	75.00
Marshall Field & Co., cork carpet	44.67
Sinclair Refining Co., gasoline	153.98
Standard Oil Co., gasoline	59.85
Valvoline Oil Co., oil	19.68
Swinehart Tire & Rubber Co., rubber tires	57.69
Wright, Cooler & Hood Mfg. Co., auto radiator	68.00
Chicago Engineer Supply Co., brass grease cups	10.56
Beckley-Ralston Co., auto accessories	12.00
Samuel Harris & Co., machinists' supplies	11.97
Chicago Republic Truck Co., supplies for auto trucks	6.31
Maypole Garage, auto storage	15.97
Milwaukee Avenue Garage, auto storage	8.00
H. G. Wilson, Sec'y, cash expenditures, April, 1918	80.39
	$4,982.60

He, also, presented the following list of bills for maintenance of the Kelly Branch, and moved that the bills be paid from the Kelly Branch fund.

Carried.

Commonwealth Edison Co., current	$55.47
Chicago Telephone Co., telephone service	3.75
Vaughan's Seed Store, grass seed	3.05
	$62.27

Director Schick stated that the Committee on Buildings and Grounds had under consideration the replacing of certain broken lights of plate glass in the Library building, and the recovering and hanging of awnings. That proposals had been requested for the work, but only one bid had been received in response to these requests, and moved that the matter of replacing the glass and installing the awnings be referred to the Committee on Buildings and Grounds with power to act.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

Director Schick stated that informal bids had been received for supplying the Library building with coal for the ensuing year as follows:

Bidder	No. 5 Washed Carterville	2" Screenings Franklin County
Crerar, Clinch & Co.	$5.15	$5 20
Taylor Coal Co.	5.20	5.20
Henry Hafer & Son	5.15	6.10
Baker Bros.	....	4.90
Edwin F. Daniels	5.15	5.10
East Bros. Coal Co.	5.05	5.10
Pottinger-Flynn Coal Co.	4.85	4.85

Director Schick moved that a contract be awarded to Pottinger-Flynn Coal Co. for supplying No. 5 Washed Carterville and 2" Franklin County Screenings on their bid of $4.85 per ton, provided that arrangements can be made for storing a sufficient quantity of coal to meet emergencies that may rise during the coming winter.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Tollkuehn and the President—7.

Nays—None.

REPORTS.

The Librarian presented the statistical report for April, 1918, which was received and ordered published.

He, also, called attention to the War Savings and Thrift Stamp Campaign and the Red Cross Drive, and suggested that the Library take part in these campaigns.

Director Tollkuehn moved that the Board authorize the installation of a booth for Red Cross subscriptions and a place for the sale of thrift stamps in the Library building.

Carried.

The Librarian called attention to the bouquet of roses presented to the Board by the members of the staff as an expression of their appreciation of the action of the Board in regard to salaries.

Director Tollkuehn moved that the Secretary be instructed to convey to the members of the staff the Board's appreciation of the beautiful token.

Carried.

NEW BUSINESS.

The President suggested that the various branch libraries be divided into geographical groups, and that a group be assigned to each member of the Board for the purpose of visiting and familiarizing himself with the branch libraries in his particular group.

Director Tollkuehn moved that, in accordance with the President's suggestion, the Secretary and Librarian be instructed to allot the branch libraries to the members of the Board conforming as far as possible to the convenience of each member.

Carried.

On motion of Director Healy, the Board adjourned.

A. S. Wilson

Secretary.

REPORT OF LIBRARIAN FOR APRIL, 1918.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of April was 584,469; for the corresponding month of the previous year 490,394. The circulation was from the following sources:

Central Library	68,491
Branches	355,919
Stations	41,826
Traveling Libraries	88,837
Deposits and Miscellaneous	29,396
	584,469

The following is a summary of the books obtained at the Central Library:

Main Collection	28,712
Open Shelf	30,396
Hughes Room	3,406
Music Room	2,430
Information Desk (Teachers and special cards)	2,240
Miscellaneous	511
Books for the Blind	568
Documents	228
	68,491

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2,864	244	3,108
Austin	12,285	319	12,604
Austin High	6,645	....	6 645
Bessemer Park	5,256	271	5,527
Blackstone	10,571	420	10,991
Burr School	4,939	238	5,177
Cornell Square	3,599	121	3,720
Davis Square	1,867	49	1,916
Douglas Park	20,662	507	21,169
Dvorak Park	5 841	101	5,942

Eckhart Park	5 905	338	6,243
Englewood High	3,396	....	3,396
Forestville School	3,781	104	3,885
Fuller Park	5,184	156	5,340
Hamilton Park	8,094	320	8,414
Hamlin Park	4,862	88	4,950
Hardin Square	5,066	222	5,288
Harrison High	7,554	....	7,554
Hebrew Institute	9,849	837	10,686
Holstein Park	6,155	139	6,294
Humboldt	17,458	1,426	18,884
Independence Park	5,066	153	5,219
Kelly	16,649	318	16,967
Kosciuszko	4,461	104	4,565
Lake View High	4,888	....	4,888
Lewis Institute	14,500	753	15,253
Lincoln Center	8,905	385	9,290
Logan Square	11,094	406	11,500
McKinley Park	157	....	157
Mark White Square	5,444	102	5,546
Marshall High	3,845	239	4,084
Morse School	6,210	281	6,491
Ogden Park	10 412	209	10,621
Palmer Park	4,828	127	4,955
Pulaski Park	4,475	79	4,554
Rogers Park	8,929	178	9,107
Scanlan School	5,297	58	5,355
Senn High	6,423	....	6,423
Seward Park	6,494	337	6,831
Shedd's Park	5,646	307	5,953
Sheridan	14 424	337	14,761
Sherman Park	7,506	115	7,621
Stanford Park	6,109	214	6,323
Stanton Park	3,510	182	3,692
Sumner School	6,092	111	6,203
Walker	3,696	86	3,782
West 26th Street	9,020	197	9,217
Woodlawn	20,006	892	20,898
Total	355,919	12,070	367,989

TRAVELING LIBRARIES.

	Direct	Stations	Total
Albany Park	6,813	198	7,011
Argyle	(No report)		
Armitage	1,474	183	1,657
Ashburn	67	..	67
Assoc. House	1,371	817	2,188
Avondale	1,542	115	1,657
Birchwood	2,127	..	2,127
Butler House	3,386	178	3,564
Cheltenham	1,413	22	1,435
Chicago Ave	1,378	303	1,681
Chicago Lawn	2,480	..	2,480
Cicero Ave	911	3	914
Dauphin Park	1,114	107	1,221
Diversey Ave	1,023	61	1,084
Dunning	1,757	..	1,757
E. Fifty-eighth St.	1,286	372	1,658
East Rogers Park	1,498	103	1,601
E. Sixty-third St.	1,160	162	1,322
Edison Park	1,196	..	1,196
Fernwood	925	..	925
Gano	813	..	813
Garfield	1,094	326	1,420
Grand Ave	863	686	1,549
Grand Crossing	1,416	69	1,485
Greenview	1,005	106	1,111
Gresham	4,048	47	4,095
Hegewisch	1,217	..	1,217
Hermosa	1,578	..	1,578
Irving Park	605	73	678
Jefferson Park	1,391	..	1,391
Jewish Educ. All.	2,384	168	2,552
Larrabee St	1,391	911	2,302
Lawndale	1,854	...	1,854
Longwood	1,071	..	1,071
Madison Street	1,226	948	2,174
Mayfair	998	..	998
Milwaukee Ave.	560	285	845
Montrose	1,598	..	1,598
Normal Ave	828	149	977
North Ave	3,359	666	4,025
North Clark St	959	433	1,392
Norwood Park	572	..	572
Park Manor	2,466	250	2,716
Paulist Settlement	523	..	523
Ravenswood	1,682	168	1,850
S. Ashland Ave	1,719	1,277	2,996
South Shore	858	56	914
S. Western Ave.	1,028	474	1,502
Southport Avenue	490	197	687
Thirty-first St	1,066	758	1,824
Wakeford	1,845	87	1,932
Washing'n Heights	633	..	633
West Brighton	316	..	316
West Englewood	1,325	..	1,325
West Harrison St.	1,411	848	2,259
West Pullman	2,321	..	2,321
West Ravenswood	1,993	199	2,192
W. Sixteenth St.	2,600	304	2,904
West Twelfth St.	2,810	2,080	4,890
Total	88,837	14,189	103,026

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	355,919	12,070	367,989
Traveling Libraries	88,837	14,189	103,026
Business House Deposits	27,621	1,559	29,180
Miscellaneous References	1,775	.....	1,775
Total	474,152	27,818	501,970

Of the 41,826 books supplied through the Stations Department, 12,070 were sent to 42 branches and 29,756 to 105 stations. The books supplied for the same month of the preceding year numbered 62,487 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 22,479.

REFERENCE ROOM.

Number of books issued from stacks.....27,494
Number of recorded visitors.....11,603

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 5,463. Visitors, 1,137.

HUGHES ROOM.

Volumes circulated, 3,406; pictures circulated, 2,617; visits from school classes, 0; recorded visitors, 3,067. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 5,255; newspapers, 421. Visitors, 1,412.

CIVICS ROOM.

Magazines issued, 2,285; directories consulted, 2,602; bound documents used, 1,445; books, 630; pamphlets, 675; visitors, 6,052.

STUDY ROOM

Volumes consulted, 1,703. Visitors, 3,402.

READING ROOM.

Periodicals issued at the counter at Central Library, was 9,996. No record kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 61,224.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,907; issued in April of the previous year, 5,266.

Number of juvenile cards issued, 1,687; research cards, 2; vacation cards, 3; teachers' cards, 82. The number of three-year cards outstanding is 210,714.

BINDERY DEPARTMENT.

Number of books at binderies April 1, 1918	9,282
Number of books sent to binderies in April, 1918	6,750
Total number of books at binderies in April, 1918	16,032
Number of books received from binderies in April, 1918	6,372
Number of books at binderies May 1, 1918	9,660
Number of books repaired in Library in April, 1918	5,243

GROWTH OF THE LIBRARY.

The total number of volumes in the Library May 1, 1918, was 884,602. Received since June 1, 1917, 111,147; since April 1, 1918, 11,734. Books worn out and discarded since June 1, 1917, 30,419; since April 1, 1918, 3,005. Books lost and paid for since June 1, 1917, 2,414; since April 1, 1918, 166 vols. Books found and money refunded since June 1, 1917, 224; since April 1, 1918, 22 vols.

CARL B. RODEN,
Librarian.

CHICAGO, May 13, 1918.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, MAY 27, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held May 13, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Robert Kirton, requesting the Board to establish a delivery station in his store at No. 3531 Indiana avenue.

Referred to the Committee on Library.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Book orders based on the recommendations of the Librarian have been authorized as follows:

Main Collection:	366 vols.,	$ 513.00
Deposit Collection:	538 vols.,	537.00
Branch Collection:	3292 vols., (100 pamphlets)	3097.00
High School Collection:	212 vols.,	208.00
Kelly Fund:	40 vols.,	37.00
Rental Collection:	66 vols.,	63.00
	4514 vols.,	$4455.00

Respectfully submitted,

EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, May 27, 1918.

COMMITTEE ON ADMINISTRATION.

Director Shutter, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignations have been received by your Committee on Administration and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Mildred M. Burke, senior library assistant, May 22.

Jacob Cohen, messenger, May 4.

Erva E. Romaine, senior library assistant, May 25.

Selig Seldin, page, May 21.

It is further recommended that leaves of absence be granted as follows:

Lillian E. Kennedy, junior library assistant, one year from May 17.

Alice Langellier, junior library assistant, six months from May 21.

Mary Mangan, janitress, two months from April 22.

Axel Olson, window washer, three months from June 11.

John T. Finn, oiler, one month from May 11.

Joseph Rokosz, coal passer, one month from May 16.

Jennie TenCate, junior library assistant, extension of leave for three months from May 11.

Respectfully submitted,
R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY.
Committee on Administration.

CHICAGO, May 27, 1918.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen:—Your Committee on Buildings and Grounds, to whom the matter of preliminary plans and mode of procedure for the erection of the regional branch library on Crawford avenue at Monroe and Wilcox streets was referred, reports that after careful consideration of the matter and personal interviews with a number of representative architects, recommends that the commission be given to Mr. Alfred S. Alschuler to act as architect in the erection of this building.

Your Committee recommends that Mr. Alschuler's services consist in providing all necessary sketches, completed plans and details, preparation of specifications and the supervision of the construction during the progress of the work.

Your Committee further recommends that this Committee be given authority to proceed immediately with the work looking to the completion of this branch at the earliest possible date.

Respectfully submitted,
CHAS. E. SCHICK,
SAMUEL GESSLER,
JAMES J. HEALY,
Committee on Buildings and Grounds.

CHICAGO, May 27, 1918.

He, also, presented the following report and moved its adoption.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

To the President and Board of Directors, The Chicago Public Library.

Gentlemen: — Your Committee on Buildings and Grounds, in conformity to the action of the Board referring certain matters to it with authority to act, has awarded contracts as follows:

George B. Carpenter & Co. for recovering 15 awnings and installing 19 awnings for the sum of $460.00.

Pittsburgh Plate Glass Company for replacing certain broken lights of plate in the Library building for $496.00.

The work was awarded to the lowest bidder in each case.

Your Committee also recommends that an order be given to the Western Slate Company for 2,000 8x8x½ slate for the sum of $320.00.

On Friday, the 24th inst., in answer to advertisements for proposals for fire insurance on the contents of the Library building in the amount of $200,000, bids were opened as follows:

Fred A. Phillips	$125,000.00	@ 35 cents	$ 437.50
Geo. B. Davidson	200,000.00	@ 50 cents	1,000.00

Your Committee recommends that $125,000 00 of the total amount be awarded to Fred A. Phillips on his bid of 35 cents per hundred for a term of five years, and $75,000.00 of the total amount be awarded to Geo. B. Davidson on his bid of 50 cents per hundred for a term of five years.

Your Committee recommends that the Secretary be authorized to place an order with the Dearborn Chemical Company in accordance with their proposition to furnish four 50-gallon drums of Ft. Douglas Cylinder oil at 60 cents per gallon less a discount of 10 per cent., and six drums of Ft. Lincoln Dynamo oil at 45 cents per gallon less 10 per cent., and an additional charge of $6.00 for each drum; the latter amount to be refunded on return of the drums. This supply of oil is for storage purposes and in no way enters into the contract with the Dearborn Chemical Company expiring August 31, 1918.

Your Committee has received bids for furniture for the Humboldt Branch and for the new Branch, 4021 North Avenue, as follows:

	Regular	Special Chairs
Inter Ocean Cabinet Co.	$2,475.00	
J. J. Hall & Son	2,723.20	$2,640.80
Newton & Hoit Co.	2,991.00	2,920.00
J. J. Keenan & Co.	3,361.50	
Schick-Johnson Co.		3,504.00
Library Bureau	3,966.00	

Your Committee recommends that a contract be awarded to the Inter Ocean Cabinet Company for this furniture on their bid of $2,475.00, and that they be required to furnish a surety company bond guaranteeing the work in every particular in accordance with the specifications.

Your Committee recommends that the Secretary be authorized to purchase two "S. K." cushion tires at $66.33 each.

All of which is respectfully submitted,

C. E. Schick,
Samuel Gessler,
James J. Healy,
Committee on Buildings and Grounds.

Chicago, May 27, 1918.

On motion of Director Shutter, the Board adjourned.

A. L. Wilson
Secretary.

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BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JUNE 10, 1918.

OFFICIAL RECORD.

There were present when the Board was called to order, the President, Director Barr, in the chair, and Directors Healy, Schick, Jonas, Gessler, Beroth and Tollkuehn.

Absent—Director Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held May 27, 1918, was dispensed with and the records thereof as printed were approved.

COMMUNICATIONS.

Communications were received as follows:

From Percy B. Coffin, business manager of the Board of Education, in reference to the expense to the Board of Education in connection with the branches operated at the Burr, Morse and Sumner Schools.

Referred to the Committee on Administration.

From Clark & Trainer, Agents of the Michigan Boulevard building, in reference to smoke emitted from the Library stack.

Referred to the Committee on Buildings and Grounds.

COMMITTEE ON LIBRARY.

Director Jonas, Chairman, presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents a schedule of book lists recommended by the Librarian,

and approved by the Committee and recommended for purchase:

Main Collection:	1163 vols., 26 pamphlets, 22 maps,	$1,291.00
Deposit Collection:	709 vols.,	622.00
Branch Collection:	3554 vols., 3405 pamphlets,	3816.00
High School Collection:	31 vols.,	70.00
Reserve Collection:	150 vols.,	118.00
Rental Collection:	33 vols.,	31.00
Kelly Fund:	54 vols.,	49.00
Ryder fund:	1 vol.,	4.00
	5695 vols.,	$6001.00

Your Committee also recommends that a list of miscellaneous bills herewith submitted, amounting to $27.61, be paid from the incidental fund.

Respectfully submitted,

EDGAR A. JONAS,
CARL O. BEROTH,
R. G. SHUTTER,
Committee on Library.

CHICAGO, June 10, 1918.

He, also, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—7.

Nays—None.

A. C. McClurg & Co., books	$9520.31
A. G. Spalding & Bros., books	262.97
C. V. Ritter, books	225 80
A. L. A. Publishing Board, books	90.00
C. S. Hammond & Co., books	61.75
E. P. Dutton & Co., books	47.20
George D. Sproul, books	45.00
Houghton Mifflin Co., books	41.56
Committee on Public Information, books.	22.00
A. Kroch & Co., books and subscriptions	14.17
R. L. Polk & Co., books	13.50
National Geographic Society, books	11.00
American Ornithologists Union, books	9.75
Cost Engineer Publishing Co., books	8.58
Who's Who Publications, books	7.50
G. E. Stechert & Co., books.	4.72
B. F. Bowen & Co., books	7.50
C. Grentzebach, books	5.70
H. W. Wilson Co., books	4.21
Moody Manual Co., subscription	40.00
Geo. E. Koehler & Son, binding	1249.72
Brabandt & Valters Book Binding Co., binding	859.75
Northwestern Bindery, binding	650.62
Joseph Flucke & Son, binding	287.65
John Seybold, gold marking on books	152.24
Burgmeier Book Bindery, binding	56.80
Gaylord Bros., binders	49.20
Kirk's Ink Co., paste	18 75
Tucker-Kenworthy Co., printing bulletins	80.75
J. Manz Engraving Co., half tones of Library building	3.28
Dwight Bros. Paper Co., paper	109.15
James White Paper Co., paper	31.30
Swigart Paper Co., paper	146.19
Pilcher-Hamilton Co., paper	133.65
Bradner Smith & Co., paper	88.25
Parker, Thomas & Tucker, blotting paper	33.00
Library Bureau, cards	120.51
Max Stern's Sons, printing	189.00
James Watson & Co., printing	54 00
Cameron, Amberg & Co., pencils, deposit receipt books, etc	71.25
Geo. E. Cole & Co., stationery	128.58
Rockwell-Barnes Co., folders	11.00
Albert Hancock & Co., carbon paper	7.00
A. B. Dick Co., mimeographic supplies	3.25
Shea, Smith & Co., sponges	3.60
Universal Stamp & Stencil Works, rubber stamps, special dates, etc	10.15
Eugene Dietzgen Co., blue prints	3.86
H. G. Wilson, Sec'y, cash expenditures, May, 1918	485.38
	$15,481.10

He, also, presented the following lists of bills to be paid from special funds and moved that the bills be paid from the funds as indicated.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—7.

Nays—None.

Kelly Branch Fund.

A. C. McClurg & Co., books	$131.06
Geo. E. Koehler & Son, binding	12.95
Northwestern Bindery, binding	1.36
Joseph Flucke & Son, binding	2.01
Brabandt & Valters Book Binding Co., binding	11.62
	$159.00

Ryder Fund.

Architectural Book Publishing Co., books...$4.05

Rental Collection.

A. C. McClurg & Co., books.....$157.99

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Di-

rector Tollkuehn presented the following report of the Committee and moved its adoption.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—7.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that leaves of absence be granted as follows:

Helene Browne, senior library assistant, from July 16 to August 31.

Bessie Markson, senior library assistant, from June 3 to August 12, inclusive.

Michael M. Leberstein, page, from May 29 for duration of the War.

James O'Hara, coal passer, from June 3 for the duration of the War.

The following resignations have been received and their acceptance is recommended with instructions to the Librarian to fill the vacancies by requisition on the Civil Service Commission:

Cleophas Theriault, page, May 28.

Faith E. Smith, Director of Training Class, July 2.

Mary W. Wood, Chief of Deposits Division, June 18.

Your Committee desires to record its deep sense of the loss to the service occasioned by the resignation of Miss Mary W. Wood. A faithful and efficient employé for twenty-one years, and for the past three years chief of one of the most important departments, Miss Wood has earned the respect and gratitude of the Board by the conscientious and valuable service she rendered while in its employ.

Miss Faith E. Smith, whose resignation is also reported above, has been on leave of absence for the past year. Previous to that time she was for seven years Director of the Training Class, in which capacity she acquitted herself with great credit to the Library of her new and arduous duties. She has left the service to enter another field, and it is proper to place on record our appreciation of her work in this Library and our good wishes for her future success.

We recommend that the Secretary be directed to transmit the substance of the above paragraphs to Miss Wood and Miss Smith respectively.

Respectfully submitted,

R. G. Shutter,
Frank F. Tollkuehn,
James J. Healy,
Committee on Administration.

Chicago, June 10, 1918.

He, also, presented the list of vacancies and appointments for the month of May, 1918, which was received and ordered published.

The following is the list:

James F. Adams, page, appointed temp. May 20, $480 per year.

Joseph Arias, page, appointed temp. May 15, $480 per year.

Otto Arkin, page, separated May 25.

George Bateman, page, separated May 9.

Rena Bendorf, junior library assistant, appointed temp. May 27, $600 per year.

Morey C. Bogeans, page, separated May 10.

Russell Boquist, page, separated May 10.

Arthur Bresnahan, page, appointed temp. May 7, $480 per year; separated May 10.

William Bridges, janitor, appointed temp. May 13, $1020 per year.

Mildred Burke, senior library assistant, resigned May 22.

Gordon Bush, page, separated May 19.

Hilton Childress, page, separated May 23.

Byron Clingman, page, appointed temp. May 18, $480 per year; separated May 25.

Jacob Cohen, messenger, resigned May 4.

Ambrose Collier, page, appointed temp. May 15, $480 per year; separated May 27.

Norman Donash, page, appointed temp. May 3, $480 per year; separated May 12.

Charles J. Dowling, page, appointed temp. May 21, $480 per year; separated May 31.

Harry Eckstein, page, separated May 10.

Edward Eknan, page, appointed temp. May 31, $480 per year.

Emanuel Feinstein, page, separated May 4.

Albert Feldman, page, appointed temp. May 23, $480 per year.

Alex Feldman, page, separated May 15.

Solly Feuerstein, page, separated May 12.

Erwin Gardner, page, appointed temp. May 27, $480 per year.

Israel Goodman, page, separated May 19.

Joseph Greengard, page, appointed temp. May 29, $480 per year.

Olive Hartley, junior library assistant, appointed temp. May 27, $600 per year.

Gertrude Hayes, junior library assistant, appointed temp. May 27, $600 per year.

Harry Hendler, page, separated May 1.

Clarence Herda, page, separated May 31.

Elmer Jabusch, page, appointed temp. May 23, $480 per year.

Blanton Jones, page, appointed temp. May 7, $480 per year; separated May 10.

Perry Kahn, page, separated May 15.

Herry Kaplan, page, appointed temp. May 20, $480 per year; separated May 28.

Theodore Korshak, page, separated May 1.

Arthur Kreiling, page, appointed temp. May 3, $480 per year.

Elizabeth Lagorio, book repairer, separated May 25.

Harvey Ledyard, page, separated May 22.

Arthur Levin, page, separated May 9.

Benjamin Levin, page, separated May 3.

Thelma Levinson, junior library assistant, appointed temp. May 27, $600 per year.

Agnes Lindberg, junior library assistant, appointed temp. May 29, $600 per year.

Morris Linsky, page, appointed temp. May 21, $480 per year; separated May 25.

Florence McKenzie, janitress, separated May 23; appointed temp. May 24, $900 per year.

Jack Maisel, page, separated May 1.

Beulah Mayer, junior library assistant, appointed temp. May 6, $600 per year.

Rose Maykowska, janitress, appointed temp. May 14, $25 per month.

Irving Miller, page, appointed temp. May 8, $480 per year.

Lillian Moll, junior library assistant, appointed temp. May 27, $600 per year.

Morris Moscowitz, page, appointed temp. May 23, $480 per yeer.

Frank Neumann, page, appointed temp. May 20, $480 per year.

Charles Newman, elevator operator, appointed temp. May 20, $1020 per year.

Otto Newman, window washer, appointed temp. May 24, $1020 per year.

Juliet Norkin, junior library assistant, appointed temp. May 27, $600 per year.

William O'Hara, coal passer, appointed temp. May 17, $1200 per year.

Annie Opila, janitress, appointed temp. May 16, $25 per month.

Thomas Pickley, page, separated May 16.

Jennie Robinson, junior library assistant, separated May 13.

Louis Schmidt, page, separated May 15.

Selig Seldin, page, resigned May 21.

Mary Sindelar, junior library assistant, appointed temp. May 13, $600 per year.

Judson Smith, page, appointed temp. May 2, $480 per year.

Joe Sokoloff, page, appointed temp. May 8, $480 per year; separated May 25.

Moses Somerfield, page, separated May 22.

George Spero, page, separated May 6.

Mary Story, junior library assistant, separated May 19; appointed temp. senior library assistant May 20, $900 per year.

Cleophas Theriault, page, resigned May 28.

Minnie Timian, junior library assistant, appointed temp. May 27, $600 per year.

Ansel Tulupan, page, appointed temp. May 14, $480 per year.

Jean Turgeon, junior library assistant, appointed temp. May 27, $600 per year.

Mrs. J. Wagner, janitress, appointed temp. May 31, $900 per year.

Vivian Wetmore, page, separated May 6.

Louis Zimmerman, page, appointed temp. May 8, $480 per year; separated May 13.

COMMITTEE ON BUILDINGS AND GROUNDS.

Director Schick, Chairman, presented the following schedule of bills, regularly audited and approved, and moved that the bills be ordered paid.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—7.

Nays—None.

Wm. E. Dever, rent, Sheridan Branch	$ 190.00
Louis Solomon, rent, Humboldt Park Branch	185.00
Lewis Institute, rent, W. Madison St. Branch	150.00
Julius H. Isacowitz & Maurice Lewison, rent, Douglas Park Branch	150 00
Rogers Park Bank Building Co., rent, Rogers Park Branch	130.00
F. A. Hill & Co., Agents, rent, Austin Branch	100.00
John Makovsky, rent, 4021 W. North Ave.	90.00
Julius Fuermann, rent, Fullerton Ave. Branch	75.00
Skola Vojta Naprstek (R. Dusil, Pres.), rent, W. 26th St. Branch	75.00
Herman W. Freund, rent, Edison Park Branch	25.00
Commonwealth Edison Co., current at branches	118.37
Peoples Gas Light & Coke Co., gas	3.58
Chicago Telephone Co., service	100.43
Toll Bros., laundering towels	60.49
Individual Towel & Cabinet Service Co., clean towel supply	20.00
Armour Soap Works, soap	112.64
James S. Kirk & Co., soap	5.30
Haegele Ice Co., ice	22.07
Buchanan Bros., street sprinkling	15.00
Pottinger-Flynn Coal Co., coal	1,075 08
Crerar, Clinch & Co., coal	79.43
Edwin F. Daniels & Co., coal	59.90
Dearborn Chemical Co., oil	371.85
Howe Scale Co. of Ill., rebuilt coal car	79.50
Citizens Service Bureau, removing rubbish and flushing streets, etc	56.32
Gertz, Lumbard & Co., brushes	16.27
Schaeffer & Budenberg Mfg. Co., charts	5.00
Inland Electric Co., electrical supplies	4.59
Elevator Supplies Co., push buttons and switches	8 63
Derby Steam Laundry Co., cheese cloth	96 00
Remien & Kuhnert Co., paint, shellac, alcohol, etc	56.26
Bullard & Gormley Co., hardware	20.55
Shavings & Sawdust Co., sawdust	13.10
Fuller-Morrisson Co., ammonia, etc	6.15
W. D. Allen Mfg. Co., platform scale	34.40
H. C. Brandenburg, galvanized iron screen frames	22.40
C. N. Congdon, hangers	10.00
The Fair, screens and blackboards	5.99
Fred A. Phillips, insurance on contents of Library bldg., etc	445.00
G. B. Davidson, insurance on contents of Library bldg.	375.00
E. Baggot Co., plumbing	26.40
John Hovorka, wiring for fan outlet, etc	8 00
Crane Co., iron fittings	4.78
Chicago Republic Truck Co., truck, etc., (Republic)	1,433.43
Standard Oil Co., gasoline	158.64
Sinclair Refining Co., gasoline	113.08
Valvoline Oil Co., oil	21.18
Chicago Auto Equipment Co., rubber tires, etc	44.85
Sam Frankenstein, cylinder of oxygen gas	3.50
Wayman & Murphy Co., painting wheel, etc	3.35
Maypole Garage, auto storage	15.75
Milwaukee Ave. Garage, auto storage	8.00
Henry Landgraf, hanging station signs	31.00
H. G. Wilson, Sec'y, cash expenditures, June, 1918	14.58
	$7,210.21

He, also, presented the following list of bills for maintenance of the Kelly Branch, and moved that the bills be paid from the Kelly Branch fund.

Carried.

Consumers Co., coal	$41.80
Commonwealth Edison Co., current	19.84
Chicago Telephone Co., telephone service	3.75
	$65.39

REPORTS.

The Librarian presented the statistical report for the month of May, 1918, which was received and ordered published.

Director Shutter entered the room and took his seat.

The Secretary presented an informal report of receipts and disbursements of the Kelly Branch fund for the five months ending May 31, 1918, showing an excess of expenditures over receipts.

Director Healy moved that the Secretary be authorized to transfer the unexpended balance in the Kelly fund income account, amounting to $449.95, to the

Kelly Branch fund; the transfer to be made as of May 31, 1918.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—7.

Nays—None.

The Secretary also reported that the fire insurance on the "Velie" truck had expired, and that this machine was four years old, and cost at the time of purchase $2,100.00; that the insurance company would write only $800.00 at a rate of $4.90, and recommended, in view of the excessive rate and low amount of insurance offered, that the Board carry its own fire risk on this machine.

Director Healy moved that the recommendation of the Secretary be concurred in.

Carried.

NEW BUSINESS.

The Librarian presented a communication from Mr. F. L. Morse, Principal of Carter H. Harrison Technical High School, requesting that the high school branch in that school be kept open in the evening for the use of soldiers detailed to that school for technical training during the summer months.

Director Healy moved that the matter be referred to the Committee on Administration with authority to act.

Carried.

Yeas — Directors Healy, Shutter, Schick, Jonas, Gessler, Beroth, Tollkuehn and the President—8.

Nays—None.

On motion of Director Jonas, the Board adjourned.

A. L. Wilson
Secretary.

REPORT OF LIBRARIAN FOR MAY, 1918.

HOME USE OF BOOKS.

The number of books taken from the Library for home use during the month of May was 521,390; for the corresponding month of the previous year 521,858. The circulation was from the following sources:

Central Library	61,228
Branches	314,876
Stations	37,911
Traveling Libraries	80,838
Deposits and Miscellaneous	26,537
	521,390

The following is a summary of the books obtained at the Central Library:

Main Collection	26,841
Open Shelf	26,028
Hughes Room	2,965
Music Room	2,059
Information Desk (Teachers and special cards)	1,795
Miscellaneous	563
Books for the Blind	670
Documents	307
	61,228

The circulation from the branches, including volumes supplied through the Stations Department, was as follows:

BRANCHES	DIRECT	STATIONS	TOTAL
Armour Square	2 396	165	2,561
Austin	10,450	269	10,719
Austin High	5,233	....	5,233
Bessemer Park	4,830	256	5,086
Blackstone	10,103	323	10,426
Burr School	3,935	217	4,152
Cornell Square	2,894	108	3,002
Davis Square	1,916	50	1,966
Douglas Park	17,140	558	17,698
Dvorak Park	5,059	112	5,171
Eckhart Park	4,639	272	4,911
Englewood High	2,433	....	2,433
Forestville School	3,567	99	3,666
Fuller Park	4,286	107	4,393
Hamilton Park	7,109	281	7,390
Hamlin Park	4,212	90	4,302
Hardin Square	3,849	169	4,018
Harrison High	6,268	....	6,268
Hebrew Institute	8,672	790	9,462
Holstein Park	5,215	111	5,326
Humboldt	14,193	1,265	15,458
Independence Park	4,878	166	5,044
Kelly	15,127	315	15,442
Kosciuszko	3,874	100	3,974
Lake View High	4,732	....	4,732

Lewis Institute	12,644	695	13,339
Lincoln Center	7,928	351	8,279
Logan Square	9,842	393	10,235
McKinley Park	5.974	19	5 993
Mark White Square	4.486	100	4.586
Marshall High	3,295	226	3,521
Morse School	5,149	229	5,378
Ogden Park	9,636	178	9,814
Palmer Park	4.189	143	4.332
Pulaski Park	3.667	75	3.742
Rogers Park	8,279	168	8,447
Scanlan School	4,595	48	4,643
Senn High	6,451	....	6,451
Seward Park	5.876	308	6,184
Shedd's Park	4,805	291	5,096
Sheridan	13,057	302	13,359
Sherman Park	6,516	114	6,630
Stanford Park	5,729	193	5 922
Stanton Park	3,065	123	3,188
Sumner School	5,114	84	5,198
Walker	3,107	107	3,214
West 26th Street	6,859	183	7,042
Woodlawn	17,603	824	18,427
Total	314,876	10.977	325,853

TRAVELING LIBRARIES.

	Direct	Stations	Total		Direct	Stations	Total
Albany Park	7,057	168	7,225	Diversey Ave.	1,214	50	1,264
Armitage	178	..	178	Dunning	1,457	..	1,457
Ashburn	47	..	47	East Austin	685	..	685
Assoc. House	784	796	1,580	E. Fifty-eighth St.		121	121
Avondale	1,108	..	1,108	East Rogers Park	1,481	100	1,581
Birchwood	2,066	..	2,066	E. Sixty-third St.	1,134	115	1,249
Butler House	2,999	216	3,215	Edison Park	1,094	..	1,094
Cheltenham	1,216	49	1,265	Fernwood	832	..	832
Chicago Ave.	1,049	231	1,280	Gano	1,225	..	1,225
Chicago Lawn	2,467	..	2,467	Garfield	939	278	1,217
Cicero Ave.	780	49	829	Grand Ave.	771	734	1,505
Dauphin Park	964	112	1,076	Grand Crossing	1,642	64	1,706

Greenview	933	95	1,028
Gresham	3,928	42	3,970
Hegewisch	1,292	..	1,292
Hermosa	1,422	..	1,422
Irving Park	642	77	719
Jefferson Park	1,416	..	1,416
Jewish Educ. All	1,344	131	1,475
Larrabee St	1,402	803	2,205
Lawndale	1,675	...	1,675
Longwood	1,036	..	1,036
Madison Street	1,296	780	2,076
Mayfair	918	..	918
Milwaukee Ave	591	297	888
Montrose	1,361	..	1,361
Normal Ave	861	123	984
North Ave	2,897	536	3,433
North Clark St	984	404	1,388
Norwood Park	513	..	513
Park Manor	2,295	241	2,536
Paulist Settlement.	(No report)		
Ravenswood	1,483	165	1,648
S. Ashland Ave	1,829	983	2,812
South Shore	783	70	853
S. Western Ave	903	398	1,301
Southport Avenue	536	157	693
Thirty-first St	995	668	1,663
Wakeford	1,840	87	1,927
Washing'n Heights	598	..	598
West Brighton	200	..	200
West Englewood	1,283	..	1,283
West Harrison St.	1,331	820	2,151
West Pullman	2,032	..	2,032
West Ravenswood	1,778	150	1,928
W. Sixteenth St	2,666	337	3,003
West Twelfth St.	2,586	1,927	4,513
Total	80,838	12,374	93,212

SUMMARY	DIRECT	STATIONS	TOTAL
Branches	314,876	10,977	325,853
Traveling Libraries	80,838	12,374	93,212
Business House Deposits	24,912	1,405	26,317
Miscellaneous References	1,625	.....	1,625
Total	422,251	24,756	447,007

Of the 37,911 books supplied through the Stations Department, 10,977 were sent to 43 branches and 26,934 to 65 stations. The books supplied for the same month of the preceding year numbered 61,224 volumes.

The circulation department was open on 26 week days. The daily average week day circulation was 20,053.

REFERENCE ROOM.

Number of books issued from stacks 27,851
Number of recorded visitors 11,437

No record was kept of the number of books consulted at or borrowed from the open shelves.

ARTS AND CRAFTS ROOM.

Books consulted, 3,054. Visitors, 810.

HUGHES ROOM.

Volumes circulated, 2,965; pictures circulated, 1,412; visits from school classes, 4; recorded visitors, 2,303. No record was kept of the number of books consulted at or borrowed from the open shelves.

PATENTS AND BOUND NEWSPAPER ROOM.

Volumes consulted, Patents, 4,980; newspapers, 413. Visitors, 1,427.

CIVICS ROOM.

Magazines issued, 2,241; directories consulted, 2,490; bound documents used, 1,615; books, 648; pamphlets, 9,375; visitors, 5,897.

STUDY ROOM

Volumes consulted, 1,850. Visitors, 3,627.

READING ROOM.

Periodicals issued at the counter at Central Library, 9,693. No record was kept of the use of periodicals and newspapers on open stands and racks. Total attendance, 66,410.

REGISTRATION.

Number of cards issued on new registrations and re-registrations, 5,440; issued in May of the previous year, 5,591.

Number of juvenile cards issued, 1,892; research cards, 3; vacation cards, 15; teachers' cards, 84. The number of three-year cards outstanding is 211,171.

BINDERY DEPARTMENT.

Number of books at binderies May 1, 1918	9,660
Number of books sent to binderies in May, 1918	6,330
Total number of books at binderies in May, 1918	15,990
Number of books received from binderies in May, 1918	6,329
Number of books at binderies June 1, 1918	9,661
Number of books repaired in Library in May, 1918	4,998

GROWTH OF THE LIBRARY.

The total number of volumes in the Library June 1, 1918, was 882,566. Received since June 1, 1917, 123,312; since May 1, 1918, 12,165. Books worn out and discarded since June 1, 1917, 34,437; since May 1, 1918, 4,018. Books lost and paid for since June 1, 1917, 2,614; since May 1, 1918, 200. Books found and money refunded since June 1, 1917, 252; since May 1, 1918, 28.

CARL B. RODEN,
Librarian.

CHICAGO, June 10, 1918.

COPY

BOARD OF DIRECTORS

OF THE

CHICAGO PUBLIC LIBRARY.

REGULAR MEETING.

CHICAGO, MONDAY, JUNE 24, 1918.

OFFICIAL RECORD.

There were present the President, Director Barr, in the chair, and Directors Healy, Schick, Jonas, Gessler and Tollkuehn.

Absent—Directors Shutter, Beroth and Cuneo.

MINUTES APPROVED.

On motion of Director Healy, the reading of the minutes of the regular meeting held June 10, 1918, was dispensed with and the records thereof as printed were approved.

COMMITTEE ON LIBRARY.

In the absence of a majority of the Committee, Director Jonas, Chairman, moved that the business in the hands of the Committee be considered in open Board.

Carried.

Director Jonas, Chairman, presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—Your Committee on Library herewith presents a schedule of book lists recommended by the Librarian, and approved by the Committee and recommended for purchase:

Main Collection:	334 vols., 156 pamphlets,	$ 404.00
Deposit Collection:	39 vols.,	37.00
Branch Collection:	1929 vols., 2334 pamphlets,	2520.00
High School Collection:	57 vols.,	70.00
Kelly Collection:	22 vols.,	22.00
Rental Collection:	3 vols.,	3.00
	2384 vols.,	$3056.00

Respectfully submitted,

EDGAR A. JONAS,
Committee on Library.

CHICAGO, June 24, 1918.

Director Healy moved that the Board concur in the recommendations.

Carried.

Yeas—Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

Director Jonas presented the following report:

To the President and Board of Directors, Chicago Public Library.

Gentlemen:—In response to advertisements duly published, requesting proposals for supplying current American books for the ensuing year, and for binding, rebinding and repairing various grades of library books during the same period, your Committee on Library has received sundry bids which were opened in the presence of the bidders at noon today, June 24th. On the basis of these bids your Committee makes the following report:

For supplying current American books bids were received from Marshall Field & Co. and A. C. McClurg & Co., respectively, offering the following discounts from regular retail prices:

	Regular Net Items	Technical Books	Long List Prices
Marshall Field & Co.,	30 %	12½%	40%
A. C. McClurg & Co.,	33⅓%	16⅔%	42%

Your Committee recommends that the offer of A. C. McClurg & Co. be accepted.

In the matter of bids for binding, rebinding and resewing, your Committee recommends that the work be apportioned among the several bidders according to their capacity. All of the bids submitted were from firms holding the present contracts, and from no others.

The prices stated are, in our judgment, reasonable considering the market conditions. The good quality of work turned out by these firms for years for the library warrants us in awarding them the contracts.

In the matter of the restricted time for which two binders limit their contracts we make no recommendations.

Respectfully submitted,

EDGAR A. JONAS,
Committee on Library.

CHICAGO, June 24, 1918.

Director Healy moved that the Board concur in the recommendations.

Carried.

Yeas — Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

COMMITTEE ON ADMINISTRATION.

In the absence of the Chairman, Director Tollkuehn presented the following report and moved its adoption.

Carried.

Yeas — Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

To the President and Board of Directors, Chicago Public Library.

Gentlemen: — The following resignation has been received by your Committee on Administration and its acceptance is recommended with instructions to the Librarian to fill the vacancy by requisition on the Civil Service Commission:

Meyer Sturman, page, June 18.

Your Committee recommends that leaves of absence be granted as follows:

Otto Laske, page, from July 21 to September 23.

James O'Hara, coal passer, from June 3 for the duration of the war.

It is further recommended:

That, in accordance with the usual custom, the reference and reading rooms in the main building be closed at 9 o'clock evenings during July and August.

That the Librarian be authorized to employ one principal assistant for temporary service at the fixed rate of 45 cents per hour.

That Martin Logan and Joseph Bennett, both on the janitor force, be re-

ported to the Civil Service Commission for trial because of conduct detrimental to the service.

That the salaries of certain temporary janitors be increased, because of added duties, as follows:

Peter Hansen,	$50 per month
Rose Maykowska,	40 " "
Mrs. Anna Opila,	30 " "

Respectfully submitted,

FRANK F. TOLLKUEHN,
JAMES J. HEALY,
Committee on Administration.

CHICAGO, June 24, 1918.

He, also, presented a bill in favor of H. G. Wilson, Secretary, for three hundred dollars, cash advanced to members of the library staff who are to attend the American Library Association Conference at Saratoga Springs, and moved that the bill be ordered paid.

Carried.

Yeas — Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

REPORTS.

The President presented the annual report of the Board for the year ending May 31, 1918.

The Secretary presented his annual report for the year ending May 31, 1918.

The Librarian presented his annual report for the year ending May 31, 1918.

Director Jonas moved that the report presented by the President, together with the reports of the Secretary and Librarian, be received and made the annual report of the Board, and that the Secretary be instructed to transmit a copy of the same to the City Council.

Carried.

Director Jonas moved that the annual report of the Board be printed in pamphlet form, and that the Secretary be authorized to publish an edition of one thousand copies at an estimated cost of $85.00 on the basis of 32 pages and cover.

Carried.

Yeas — Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

The Secretary presented the report of the United States Audit Company on their audit of the books and accounts of the Chicago Public Library for the three months ending May 31, 1918.

The report was received and ordered published.

The following is the report:

June 22, 1918.

To the President and Board of Directors,
The Chicago Public Library,
Chicago.

Gentlemen:—In accordance with instructions, we have audited the books and accounts of the Chicago Public Library for the three months ended May 31, 1918.

We compared the vouchers with the entries in the Cash Book and Voucher Record, and verified the Receipts from Fines, Books Lost, Deposits, etc., by a comparison with the Branch Library Daily Receipt books and stubs of the Deposit Receipt books.

We proved the footings of all books of original entry and traced the postings therefrom to the General Ledger.

We verified the Cash Account by checking the bank accounts and counting the cash in the office.

We inspected and checked the securities representing the various investments

in the presence of Secretary Wilson and Directors R. G. Shutter and Frank J. Tollkuehn.

We compared the Receipts as shown by the City Treasurer with the amounts as shown on the books of the Library and found them to be in agreement.

We submit herewith various statements, which contain full details of the transactions for the period under review, and are correct and in accordance with the books.

Yours very truly,
UNITED STATES AUDIT CO.
WHITNEY B. FLERSHEM,
Certified Public Accountant.

FUNDING BALANCE SHEET, MAY 31, 1918.

Fund Assets.

Public Library Fund:		
Taxes Collectible 1916	$ 62,285.12	
Taxes Collectible 1917	507,510.71	
Cash in hands of City Treasurer	359.12	
Total Public Library Fund Assets		$ 570,154.95
Current and Trust Funds:		
Bonds	277,411.76	
Certificates of Deposit	588.24	
Cash	3,032.19	
Secretary's Petty Cash	499.96	
Total Current and Trust Fund Assets		281,532.15
Total Fund Assets		$851,687.10

Fund Liabilities.

Public Library Fund	$ 570,154.95	
Petty Cash	500.00	
Current and Trust Funds:		
Kelly Fund	200,000.00	
Kelly Fund Increment	65,000.00	
Kelly Fund Income	.....	
Kelly Branch	146.75	
Ryder Fund	10,000.00	
Ryder Fund Income	90.89	
Beecher Fund	2,000.00	
Jackson Fund	1,000.00	
Jackson Fund Income	132.51	
Security Deposits	1,269.00	
Special Deposits	100.00	
Insurance Fund	.....	
Rental Collections	1,293.00	
Total Current and Trust Funds Liabilities	281,032.15	
Total Fund Liabilities		$851,687.10

LIBRARY FUND — CASH RECEIPTS AND DISBURSEMENTS FOR THE THREE MONTHS ENDED MAY 31, 1918.

Receipts.

Taxes 1917	$ 332,467.52		
Sale of Tax Warrants 1917	126,000.00		
		458,467.52	
Less: Tax Warrants 1917 Redeemed		306,000.00	
			152,467.52
Add: Cash in hands of City Treasurer for Redemption of 1917 Warrants		10,389.61	
Interest on Balance with City Treasurer		115.00	
Quarterly Receipts		1,374.79	
			11,879.40
			164,346.92
Add: Balance February 28, 1918			18,983.47
			$183,330.39

Disbursements.

Salaries: Main Library	$ 62,189.55		
Branches	34,185.37		
Delivery Stations	3,419.32		
		99,794.24	
Delivery Stations: Miscellaneous		2,994.61	
Branches: Miscellaneous		4,300.36	
Books		29,444.13	
Binding		10,406.50	
Finding Lists		1,585.38	
Printing and Stationery		2,969.15	
Periodicals		1,624.38	
Miscellaneous Expense		1,027.08	
Fuel		4,316.34	
Heating and Generating Plant		776.80	
Electric Supplies and Repairs		144.61	
Elevator Supplies and Repairs		60.99	
Janitors' Expense		361.69	
Furniture and Fixtures		1,803.91	
Insurance		2,564.74	
Freight and Expressage		31.68	
Postage		923.69	
Books Lost and Paid for—Refunds		91.56	
Repairs, Alterations and Improvements		323.53	
Branch Buildings		15,575.00	
Interest on Tax Warrants 1917		1,850.90	
Total Disbursements			182,971.27
Balance on hand May 31, 1918			$ 359.12

Current and Trust Funds.

Cash Receipts and Disbursements for the Three Months Ended May 31, 1918.

Receipts.

	Total.	May.	April.	March.
Kelly Branch	$ 1,792.43	$ 264.38	$1,465.86	$ 62.19
Ryder Fund Income	82.00	40.00	42.00	....
Jackson Fund Income	25.00	....	25.00	....
Rental Collections	449.45	127.45	155.94	166.06
Secretary's Petty Cash	1,215.47	472.27	211.94	531.26
Miscellaneous	666.99	96.20	161.67	409.12
Finding Lists	100.42	26.66	39.42	34.34
Books Lost and Paid for	607.38	192.38	172.05	242.95
Deposits	863.00	287.25	296.50	279.25
Fines	6,857.25	2,338.37	2,355.52	2,163.36
Certificate of Deposit	2,588.24	.....	2,588.24	.....
Bonds	3,000.00	2,000.00	1,000.00	.....
Kelly Fund Income	19.41	.....	19.41	.....
Total Receipts	$18,267.04	$5,344.96	$8,533.55	$3,888.53
Add: Cash Balance Feb. 28, 1918	4,766.75	6,557.29	3,656.07	4,766.75
	$23,033.79	$12,402.25	$12,189.62	$8,655.28

Disbursements.

Treasurer	$ 1,374.79	$ 315.24	$ 373.14	$ 686.41
Pension Fund	6,857.25	2,338.37	2,355.52	2,163.36
Kelly Branch	3,365.98	1,030 84	1.026.59	1,308.55
Ryder Fund Income	186.86	18.86	132.25	35.75
Books	199.56	55.31	49.79	94.46
Certificate of Deposit	588.24	.....	588.24	.....
Branches	30.20	1.45	15.10	13.65
Books Lost and Paid for—Refunds	91.56	36.19	22.75	32.62
Deposits	897.50	303.00	291.00	303.50
Delivery Stations—Miscellaneous	18.49	3.58	4.66	10.25
Freight and Expressage	31.68	10.78	8.25	12.65
Heating and Generating Plant	13.18	3.20	6.30	3.68
Miscellaneous Expense	77.41	4.05	52.93	20.43
Periodicals	59.70	10.00	29.00	20.70
Postage	923.69	365.63	275.36	282.70
Printing and Stationery	14.20	7.47	6.73	.....
Rental Collections	204.11	53.79	143.32	7.00
Insurance Fund	60.00	60.00	.....	....
Bonds	5,000.00	4,750.00	250.00	....
Janitors' Expense	4.50	2.30	.....	2.20
Electric Supplies and Repairs	2.70	....	1.40	1.30
Total Disbursements	$20,001.60	$9,370.06	$5,632.33	$4,999.21
Cash Balance May 31, 1918	$ 3,032.19	$3,032.19	$6,557.29	$3,656.07

Current and Trust Funds—Summary of Balances.

	March, 1918.	April, 1918.	May, 1918.
Kelly Fund	$ 200,000.00	$200,000.00	$200,000.00
Kelly Fund Increment	65,000.00	65,000.00	65,000.00
Kelly Fund Income	430.54	449.95	.....
Kelly Branch	23.99	463.26	146.75
Ryder Fund	10,000.00	10,000.00	10,000.00
Ryder Fund Income	160.00	69.75	90.89
Beecher Fund	2,000.00	2,000.00	2,000.00
Beecher Fund Income	.....	.....	.....
Jackson Fund	1,000.00	1,000.00	1,000.00
Jackson Fund Income	107.51	132.51	132.51
Secretary's Petty Cash	500.00	500,00	500.00
Security Deposits	1,279.25	1,284.75	1,269.00
Special Deposits	100.00	100.00	100.00
Insurance Fund	60.00	60.00	.....
Rental Collections	1,206.72	1,219.34	1,293.00
	$281,868.01	$282,279.56	$281,532.15
Less: Amount due from City Comptroller for Secretary's Petty Cash Fund	211.94	472.27	499.96
	$281,656.07	$281,807.29	$281,032.19
Made up as follows:			
Bonds—Book Value	$275,411.76	$274,661.76	$277,411.76
Certificates of Deposit	2,588.24	588.24	588.24
Cash	3,656.07	6,557.29	3,032.19
	$281,656.07	$281,807.29	$281,032.19

Reconciliation of Trust Funds, May 31, 1918.

Trust Funds:		
Hiram Kelly Bequest	$200,000.00	
William Ryder Bequest	10,000.00	
Jerome Beecher Bequest	2,000.00	
H. W. Jackson Bequest	1,000,00	
Hiram Kelly Increment	65,000.00	
		$278,000.00
Investments:		
Municipal, Liberty Loan, and Sundry Bonds (par value $278,000.00)	$277,411.76	
Certificate of Deposit No. D-10976	588.24	
		$278,000.00

Reconciliation of Cash Account
May 31, 1918.

First National Bank:		
Balance per Bank Statement		$ 4,958.08
Deduct: Outstanding Checks (Schedule "1"		31.39
Balance per Books		4,926.69
Union Trust Gompany:		
Balance per Bank Statement	333.08	
Deduct: Outstanding Checks (Schedule "1")	396.00	
Balance per Books		62.92
Illinois Trust and Savings Bank:		
Balance—Savings Account		433.07
Total Bank Balances		$5,296.84
Add: Deposits June 1 to 21, 1918, inclusive:		
First National Bank	1,298.66	
Union Trust Company	680.00	
Illinois Trust and Savings Bank	90.00	2,068.66
		7,365.50
Deduct: Withdrawals June 1 to 21, 1918, inclusive:		
First National Bank	2,842.71	
Union Trust Company	623.30	3,466.01
Balance in Banks as per books June 21, 1918		3,899.49
Add: Cash per Count June 22, 1918	648.32	
Disbursements June 1 to 30, 1918	1,185.61	1,833.93
		5,733.42
Deduct: Receipts June 1 to 21, 1918		2,701.23
Balance per Books May 31, 1918		$3,032.19

Outstanding Checks, May 31, 1918.

First National Bank:

No. 6556	$ 1.00
6652	6.00
6656	2.70
6661	2.10
6662	2.00
6665	2.00
6669	1.50
6671	1.50
6672	1.50
6674	1.25
6675	1.08
6676	1.00
6677	1.00
6684	1.76
6685	5.00
	$31.39

Union Trust Company:

No. 2566	$60.00
2567	72.50
2568	17.00
2569	27.50
2570	27.50
2571	27.50
2572	27.50
2573	19.00
2574	37.50
2575	32.50
2576	47.50
	$396.00

NEW BUSINESS.

Director Jonas moved that the Secretary be instructed to prepare and print an index to the proceedings of the Board for the two years ending June 30, 1918, and that twenty-five volumes of the proceedings be bound at an estimated cost of fifty dollars.

Carried.

On motion of Director Healy, the Board went into

EXECUTIVE SESSION

as a committee of the whole.

After consideration of matters coming before it, the committee rose and the Board resumed open session.

Director Tollkuehn reported that the Board, sitting as a committee of the whole, approved the recommendation of the Committee on Administration as embodied in the following report:

To the President and Board of Directors,
The Chicago Public Library.

Gentlemen:—Your Committee on Administration recommends that requisition be made upon the Civil Service Commission for one Assistant Librarian with the salary of $3.500.00 per annum.

Respectfully submitted,
R. G. SHUTTER,
FRANK F. TOLLKUEHN,
JAMES J. HEALY.
Committee on Administration.

CHICAGO, June 24, 1918.

Director Tollkuehn moved that the Board concur in the recommendation.

Carried.

Yeas — Directors Healy, Schick, Jonas, Gessler, Tollkuehn and the President—6.

Nays—None.

The Librarian stated that he would be away from his duties at the Library for about ten days, beginning June 28th inst., for the purpose of attending the American Library Association Conference to be held at Saratoga Springs.

Director Healy moved that the Secretary be designated to act as Librarian during Mr. Roden's absence.

Carried.

On motion of Director Tollkuehn, the Board adjourned.

Secretary.

UNIVERSITY OF ILLINOIS-URBANA
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